

The Annual Quality Assurance Report (AQAR) of the IQAC
2015- 2016

Part – A

I. Details of the Institution

1.1 Name of the Institution

N.S.S. HINDU COLLEGE

1.2 Address Line 1

PERUNNA

Address Line 2

CHANGANACHERRY - 2

City/Town

CHANGANACHERRY

State

KERALA

Pin Code

686 102

Institution e-mail address

nsshcchy@gmail.com

Contact Nos.

0481-2420090, 0481-2420990

Name of the Head of the Institution:

Dr P S Geetakumari

Tel. No. with STD Code:

0481 - 2420990

Mobile:

Name of the IQAC Co-ordinator:

Dr. SUJATHA. S

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879)

1.4 NAAC Executive Committee No. & Date:
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	Four Star	70-75	2000	Up to 2005
2	2 nd Cycle	B++	82.1	2006	Up to 2011
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

1.8 AQAR for the year (for example 2010-11)

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR 30/05/2016
- ii. AQAR _____ (DD/MM/YYYY)
- iii. AQAR _____ (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University (*for the Colleges*)

Mahatma Gandhi University,
Kottayam

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence	<input type="text"/>	UGC-CPE	<input type="text"/>
DST Star Scheme	<input type="text"/>	UGC-CE	<input type="text"/>
UGC-Special Assistance Programme	<input type="text"/>	DST-FIST	<input type="text"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other (<i>Specify</i>)	<input type="text"/>
UGC-COP Programmes	<input type="text"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="16"/>		
2.2 No. of Administrative/Technical staff	<input type="text" value="2"/>		
2.3 No. of students	<input type="text" value="0"/>		
2.4 No. of Management representatives	<input type="text" value="2"/>		
2.5 No. of Alumni	<input type="text" value="1"/>		
2.6 No. of any other stakeholder and community representatives	<input type="text" value="0"/>		
2.7 No. of Employers/ Industrialists	<input type="text" value="1"/>		
2.8 No. of other External Experts	<input type="text" value="0"/>		
2.9 Total No. of members	<input type="text" value="22"/>		
2.10 No. of IQAC meetings held			
2.11 No. of meetings with various stakeholders:	No.	<input type="text" value="2"/>	Faculty <input type="text" value="5"/>
Non-Teaching Staff	<input type="text" value="1"/>	Alumni <input type="text"/>	Others <input type="text"/>
Students			

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

Pursuit of Excellence

2.14 Significant Activities and contributions made by IQAC

The IQAC cell of N.S.S. Hindu College, Changanacherry strives to maintain quality consciousness in higher education. The cell provides a structure that streamlines the curricular and co- curricular activities of the college to ensure quality. The cell aims for the development and application of quality parameters for the various academic and administrative activities. The IQAC chalked out the activities to be implemented on a priority basis and conveyed the Principal and the Management for necessary action.

- Partnership in Additional Skill Acquisition Programme (ASAP).
- Use of more solar energy and rain water harvesting.
- Encouragement for undertaking more research projects by the faculty members. Orientation programmes for newcomers at UG/PG levels
- Conduct of student meetings to explain to them the scope and potential of different Open Courses that offer choice/flexibility in their academic pursuits
- Advocated strengthening of the departmental Alumni Associations.
- Played a significant role in introducing ICT methods at all levels.
- Renovation and updation of Science Labs.
- Strengthening and widening NSS activities.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year 2015-16

Plan of Action	Achievements
<p>Ensuring quality in research</p>	<p>P.G. Department of English organised:</p> <ul style="list-style-type: none"> ❖ A Lecture Series on Recent Trends in Literary Theory. ❖ One day Interactive Workshop on Creative Communication <p>P.G. Department of Malayalam organised:</p> <ul style="list-style-type: none"> ❖ ‘Mahakavi Ulloor Anusmaranam” and “Vayana Dinam” ❖ A Workshop performing arts in October 2013. ❖ A Seminar on Cyber poetry and ‘Kaviyarangu’. ❖ ‘Mahakavi Ulloor Anusmaranam” and “Vayana Dinam”. <p>P.G. Department of Hindi organised:</p> <ul style="list-style-type: none"> ❖ Two day National Seminar on <i>Uttar Adhunik Hindi Sahityamein Samagic Chetana</i> in August 2015. <p>P.G. Department of History organised:</p> <ul style="list-style-type: none"> ❖ Talk on Understanding the Dynamics of Competition. by Sri. T S Unnikrishnan Nair ❖ A Documentary show named TRANSCENDENCE in remembrance of Dr. A P J Abdul Kalam <p>P.G. Department of Economics organised:</p> <ul style="list-style-type: none"> ❖ National Seminar on Inclusive Growth: Issues and Challenges ❖ Eco Fest <p>P.G. Department of Politics organised:</p> <ul style="list-style-type: none"> ❖ National Seminar on E- Governance and Kerala Society: Prospects and Challenges. <p>Talks on:</p> <ul style="list-style-type: none"> ❖ Politics of Ecology,

	<ul style="list-style-type: none"> ❖ Challenges of Rising India, ❖ Cyber Crimes, ❖ Conflict Resolution : Gandhian Method P.G. Department of Mathematics organised: ❖ Talk on “ Number Theory and its applications” by Prof. Manesh Jacob, CMS College ❖ Inauguration of Mathematics Club, SIGMA ❖ Two Day Workshop on the restructuring of the Mahatma Gandhi university PG Mathematics Syllabus P.G. Department of Chemistry organised: ❖ National Science Day Celebration March 1st 2016 ❖ A Quiz competition on Chemistry in Every Day Life on February 2016. P.G. Department of Zoology organised: ❖ A Seminar and Exhibition on Cancer Prevention and Control by Regional Cancer Centre , Thiruvananthapuram on 14th March 2016 P.G. Department of Commerce organised: ❖ Two National Seminars on Recent Trends in Capital Market and Derivatives on 30st September and 1st October 2015. ❖ Talk on Student Empowerment and Motivation on 11th March 2016. ❖ Competition for Best Management Team . Department of Philosophy organised: ❖ World Environment Day Celebration and Release of Manuscript. Journal “Jeevadhara- 2015” ❖ International Yoga Day celebration and Lecture cum demonstration classes on Yoga by Sri. Sreekumar, Yoga Therapist, Pushpagiri Hospital, Thiruvalla
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<p>Research Output</p>	<p>Department of Botany organised:</p> <ul style="list-style-type: none"> ❖ Kadambaran Naboothiri Memorial All Kerala Inter Collegiate Quiz competition ❖ DST Project(2015 -17)- Principal Investigator: Dr K Unnikrishnan- ‘Implementing this Project the college has become the first Arts and Science College, in Kerala,possessing GPS Receiver to monitor real time space weather’. ❖ Amount Rs. 30,79,800 ❖ ISRO Major Project –Principal Investigator- Dr Anilkumar S.- Synthesis and Concentration of propellant-‘Hydroxylamine Nitrate from aqueous solution by polymer mediated prevaporation technique’ Amount - Rs25 lakhs ❖ Student Project -5 sanctioned by KSCSTE under the scheme SPYTIS II <p>No. of Teachers:</p> <ul style="list-style-type: none"> ❖ Seminars Attended - International/National/State level- 78 ❖ Papers Presented - International/National/State level – 53 ❖ Articles Published - 41 ❖ Refresher Courses Attended– 9 ❖ Orientation Attended- 6 ❖ FIP - 4 <p>Department of Physics organised:</p> <ul style="list-style-type: none"> ❖ Three Day National Seminar on Advances in Space Science and Space Mission,sponsored by Kerala State Council for Science Technology and Environment and School of Pure Applied Physics in March 2015 ❖ UGC sponsored Three Day National Seminar on Experimental Techniques in Astronomy and Space Sciences (NSETAS-2015) ❖ Power Quiz in Collaboration KSEB Officers Association. ❖ INSPIRE-2015, Quiz Competition in memory
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	<p>of Dr A P J Abdul Kalam.</p> <ul style="list-style-type: none"> ❖ Release of the Manuscript Magazine-LE VOYAGE <p>Department of Physical Education organised:</p> <ul style="list-style-type: none"> ❖ Inter house Athletic Meet and Games on 5th February 2016. ❖ Inter house tournaments in Shuttle Badminton, Cricket, Foot-Ball, Volley ball, Chess and Kabadi ❖ College Cricket team won second place in the MG Zonal Championship and qualified for the Inter Zonal Matches. ❖ Kabbadi Team won second place in the All Kerala Tournament at Thiruvananthapuram. ❖ College Aquatics Team were runner up in the MG University Swimming Competition. ❖ College Water Polo team secured Third place in the MG University Championship. ❖ Ball Badminton Boys team retained the MG University Championship as well as Fr. Berthelomean Trophy. ❖ Ball Badminton Girls team secured second place in Federation Cup Inter District Championship and MG University Championship. <p>Individual Performance</p> <ul style="list-style-type: none"> ❖ Ananthu M (IIIBA, Economics) Represented Kerala National Ball Badminton Championship (Junior) <p>Second Place</p> <ul style="list-style-type: none"> ❖ Krishnapriya M G (MA), Represented Kerala Senior National Ball Badminton Championship <p>Third Place</p> <ul style="list-style-type: none"> ❖ Harikrishnan K (IIB.Sc) Member, State Team Federation Cup Interstate Ball Badminton Tournament
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	<ul style="list-style-type: none"> ❖ Ajmal Latheef (III BA), Secured MG University Weight Lifting Championship & Runner Up in State Junior Championship ❖ Krishna Priya M G., Sajana P., Sreedevi C B., Harithasree, Radhika Krishnan P R.(5 students) represented MG University in All India Inter University Women Ball Badminton Championship. <p style="text-align: center;">NCC ARMY WING</p> <ul style="list-style-type: none"> ❖ U/O Arya.R.Nair (II BA Mal) was selected for the prestigious Republic Day Parade at New Delhi as the contingent commander of the Kerala & Lakshwadeep Directorate. Moreover she has been selected in the Raj Path March as well. ❖ U/O Jayaraj.P.M and Divya.S.Krishnan attended SNIC at Leh, Jammu& Kashmir. ❖ U/O Anoop.S and Ashamol.P.K and Sgt Karthik Vijayan and Vineetha Kumari attended NIC at Noida,UP. ❖ U/O Anandhu.V.Nair attended ALC at Ahemmadabad, Gujarat.Sgt Gokul Anil participated Kerala and Lakshwadeep Directorate level trucking at Malayattoor. ❖ CSM Priyanka Thomas and Anandhu.V.Nair attended BLC at St. Xaviers College,Kochi. ❖ SU/O Akhil Pradeep attended SSB capsule coaching at Wellington Islands,Kochi. ❖ Cpl Shintumol and Ashley.N.Shibu attended NIC,Aleppey and SU/O Akhil Pradeep attended NIC ,Kozhikode. ❖ Six cadets participated IGC at Police Academy,Thrissur. Majority of the students attended International Yoga Day camp. ❖ Practiced Swach Bharath abhiyan. ❖ 98% of the cadets passed the B examination and 8 secured A grade.
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	<ul style="list-style-type: none"> ❖ Celebrated NCC day by cleaning Perunna bus stand and campaigning through street drama and mime ❖ Celebrated Merit Day ❖ 5(K) Naval Unit NCC ❖ Cadet Captain Abdul Manaf secured placement in the Indian Army through NCC Quota in the Month of May,2015. ❖ Poc. Nikhil Kumar was selected by the Mahindra TECH Company through NCC merit in the month of August, 2015. ❖ CT/ANO Dr. Vineeth. RS has been selected to attend the Pre-Commission course at OTA Nagpur in the month of July-August, 2015. ❖ Hosted the Indian Navy Team's exploration to selected campuses in commemoration with the India-Pak War of 1965. As part of this, around 30 Officers of Indian Navy visited our college and interacted with the cadets and students in the month of September, 2015 ❖ Celebrated the Gandhi Jayanthi and Orientation Programme on Drug Abuse was done by Sri Nishad Mon, CI,Changanacherry ❖ N.C.C Naval cadets participated in the HIV-Awareness program conducted by the National Service Scheme of our college in the month of December, 2015 ❖ N.C.C. Day was celebrated in the month of December 2015 and two lectures were arranged as part of the program. ❖ Cadet. Nikhil. B Participated in the Republic Day Parade held at New Delhi. ❖ Class on Traffic Awareness was conducted in the month of January, 2016.Cons.Sajikumar of Changanacherry Police Station conducted the class.
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	<ul style="list-style-type: none"> ❖ Conducted a class on ‘Access to Successful Life’ ❖ Cadets participated in many camps such as PRE-RDC, NIC-IGC, Annual Training Camp (A.T.C) etc conducted by the NCC <p style="text-align: center;">NATIONAL SERVICE SCHEME</p> <ul style="list-style-type: none"> ❖ Organized a legal awareness organized by the Legal Service Authority, Changanacherry Chapter. ❖ Initiated a social empowerment activity along with <i>Prathyasa</i> Charitable Society and Media Village by collecting funds for several medical care activities ❖ Conducted a cleaning program at Changanacherry railway station on 2nd October, Gandhi Jayanthi ❖ Organized a Flash mob on International Aids day. Staff of Kottayam Blood bank visited our campus and delivered lectures on AIDS ❖ Conducted an embroidery craft course by Women Welfare Society on the eve of International Women’s Day ❖ As a part of Community developmental activities a selected bunch of students visited Kottayam Sub jail and learned the activities and functions of Jail inmates and officials. ❖ Organized a career orientation program and public speaking lecture by Unni Krishnan T.S, Researcher, and M.G University. ❖ Volunteers participated in the Legal Survey organised by the Changanacherry Munsif court and District Legal Service Authority in and around Changanacherry and collected data from more than 1000 houses. ❖ Seven Day Annual Camp was held at Tazhathuvadakara Government UP School in
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<p>Extension Activities</p>	<p>December 2015. The camp gave special emphasis to agro farming and ground water preservation.</p> <ul style="list-style-type: none"> ❖ Organized a mega blood donation session during the camp and we got the credit to donate more than 200 units of blood with the technical association of blood bank, Kottayam Medical College. ❖ NSS volunteers set up a vegetable garden at our adopted village for the promotion of Agro farming ❖ NSS volunteers participated in the <i>Nirbhaya</i> women's self defense training programme organized by Kerala Police at the NSS Hindu College Auditorium on 23.02.2016 <p>UGC Sponsored Add on Courses:</p> <ul style="list-style-type: none"> ❖ Creative Communication and Spoken English (Dept. of English) ❖ Translation Proficiency (Dept. of Hindi) ❖ Tourism and Hotel Management (Dept. of Economics) <p>PTA Meetings</p> <ul style="list-style-type: none"> ❖ Conducted PTA Meeting once in Semester. Interaction with Parents have improved the discipline and results have improved significantly <p>Remedial Coaching</p> <ul style="list-style-type: none"> ❖ Tutorial Meetings are conducted every month. Remedial Coaching is done for weak Students. As a result. There is betterment in the result of SC/ST/OEC/Minorities.
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* Attach the Academic Calendar of the year as Annexure

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

- ❖ Networking of Computers and Interlinking of Departments to access the enhanced Library Facilities
- ❖ IP Camera Surveillance system is put in place to help access anytime and everywhere the activities in the college
- ❖ Various means to strengthen the Remedial Coaching and Skill Development Programmes
- ❖ Strengthening Campus Placements
- ❖ Securing more student scholarships
- ❖ Call for more research output

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	11			
UG	14			3
PG Diploma				
Advanced Diploma				
Diploma				
Certificate	3			
Others				
Total	28			3
Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

- Choice Based Credit System (CBCS)
- All UG programmes have 2 elective subjects -1 open course and an elective

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	11(PG) +14 (UG) +3(Add on Courses)
Trimester	
Annual	

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure*

There is an effective feedback mechanism in place. Feedback was collected from parents, students and employers. Parent feedback was collected by the PTA and submitted to the management for further action.

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

As an affiliated college, University revision/ update has been followed.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
	66	45		1

2.2 No. of permanent faculty with Ph.D.

57

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V

2.4 No. of Guest and Visiting faculty and Temporary faculty

6

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	6	68	2
Presented papers	5	42	
Resource Persons			

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- ICT enabled teaching learning process is encouraged
- Industrial Visits are conducted to enhance learning process
- Orientation programme for improving the communication skills of Students

2.7 Total No. of actual teaching days during this academic year

196

2.8 Examination/ Evaluation Reforms initiated by

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the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

8		
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2.10 Average percentage of attendance of students

75

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		60% Above	I %	II %	III %	Pass %
BA English	29	29				100
BA Malayalam	23	20				86.96
BA Hindi	24	24				100
BA History	106	76				71.7
BA Economics	113	88				77.88
BA Politics	53	32				60.38
BA Philosophy	34	22				64.71
BSc Mathematics	42	37				88.1
BSc Physics	21	19				90.48
BSc Chemistry	25	20				80
BSc Botany	19	16				84.21
BSc Zoology	22	20				90.91
BSc Food Science	28	27				96.43
B.Com	69	66				95.65

Title of the Programme	Total no. of students appeared	Division				
		Pass %	I %	II %	III %	Pass %
MA English	14	7				50%
MA Malayalam	13	12				67%
MA Hindi	18	16				88.9%
MA History	18	15				83.4%
MA Economics	18	12				66.7%
MA Politics	13	10				77%
MSc Mathematics	14	9				64.3%
MSc Physics	14	10				71%
MSc Chemistry	13	5				38.5%
MSc Zoology	14	11				78%
M.Com	18	17				95%

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

Student feedback is analysed and necessary action is taken.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	9
UGC – Faculty Improvement Programme	4
HRD programmes	
Orientation programmes	6
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	39			
Technical Staff	1			1

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

Seminars and workshops are conducted to sensitise staff and students about the current trends in research activities

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	2 (Physics- 1 Chemistry-1)	DST ISRO	Nil
Outlay in Rs. Lakhs	Nil	55,79800		Nil

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	Nil	Nil	Nil
Outlay in Rs. Lakhs	Nil	Nil	Nil	Nil

3.4 Details on research publications

	International	National	Others
Peer Review Journals		Nil	41
Non-Peer Review Journals		Nil	
e-Journals		Nil	
Conference proceedings		3	

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects 2	2	DST ISRO	30,79,800& 25,00000	
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				

Students research projects 5 <i>(other than compulsory by the University)</i>		SPYTIS II		
Any other(Specify)				
Total			55,79,800	

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges
Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences
organized by the Institution

Level	International	National	State	University	College
Number		3			6
Sponsoring agencies		UGC			resources of the College

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs : 5,12000/-

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
		2				

3.18 No. of faculty from the Institution who are Ph. D. Guides
and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Interactive sessions and invited talks by eminent scholars and scientists.
- Merit day celebrations to felicitate the UGC-CSIR winners, rank holders, National Toppers in Spots and Games, NCC etc.
- Celebration of the National Science Day and International Women’s Day.
- Assistance for the needy

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	6 H 53 Ares 95 Sq.M			
Class rooms	73			
Laboratories	9			
Seminar Halls	5			
No. of important equipments purchased (≥ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

- | |
|---|
| <ul style="list-style-type: none"> • The library ensures discipline and security of resources. • Admissions and internal assessment marks are done and uploaded online. • Information display and notification • Computerized transactions – bar coding. • D-space Digital Repository Library; computes with internet facility |
|---|

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	80150		767		80917	
Reference Books						
e-Books						
Journals	16	40300			16	40300
e-Journals						
Digital Database						
CD & Video						
Others (specify)	DELNET & N-LIST	16500			DELNET & N-LIST	16500

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	90	39	Yes	12	11	13	15	
Added								
Total	90							

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

- Networking of Computers and Interlinking of Departments to access the enhanced Library Facilities
- IP Camera Surveillance system is put in place to help access anytime and everywhere the activities in the college
- Awareness programmes for the better use of internet resources and the precautions to be taken while using the social networks like facebook, twitter etc. were conducted for students and staff.

4.6 Amount spent on maintenance in lakhs :

i) ICT	<input type="text"/>
ii) Campus Infrastructure and facilities	36,29833
iii) Equipments	<input type="text"/>
iv) Others	<input type="text"/>
Total :	36,29833

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Remedial classes are arranged for needy students.
- Tutorial meetings are conducted every month.
- Mentoring is actively practiced.
- The grievance redress cell is prompt in finding solutions.

5.2 Efforts made by the institution for tracking the progression

Report cards are maintained by the class tutor. Parent Teacher student meeting is held each semester. Necessary steps are taken based on parent feedback.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2081	354		

(b) No. of students outside the state

(c) No. of international students

Men	No	%	Women	No	%
	690	20		1745	80

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1305	388	50	510		2253	1389	415	53	578		2435

Demand ratio

Drop out %

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Coaching for Entry in Civil services, PSC and Banking services

NET/ SET Coaching for PG Students

No. of students beneficiaries

72

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
 IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

Teachers in charge of the cell coordinate the interactions of the students with professional counsellors who interact with them in college. Relaxation techniques, Stress relieving methods are elaborated to the class/group. More than 600 students have benefitted from this programme
 Students of each class are given an introductory class on stress/ emotional problems

5.7 Details of campus placement

Number of Organizations Visited	<i>On campus</i>		<i>Off Campus</i>
	Number of Students Participated	Number of Students Placed	Number of Students Placed
1	24	15	

5.8 Details of gender sensitization programmes

- ❖ Celebrated International Women’s Day
- ❖ Conducted an embroidery craft course by Women Welfare Society on the eve of International Women’s Day
- ❖ Organized *Nirbhaya* women’s self defense training programme by Kerala Police

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	14	404000
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

11

5.13 Major grievances of students (if any) redressed: Enhancement of Library Resources.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

- To provide quality education
- To enable the development of total personality through co-curricular and extra – curricular activities.
- To inculcate human values like mutual love, truth and non-violence.
- To motivate achievement of excellence in every field of life
- To extra guidance and consultancy service

6.2 Does the Institution has a management Information System

- ❖ There is no formal Management Information System, but most services are done online.
- ❖ The admission is done from an online list given by the university under the centralized allotment process. However formal admission to the college is managed by the admission committee in the college with the help of software.
- ❖ The internal exam marks, attendance, library usage, fees and scholarships etc. are monitored by an office automation system.
- ❖ Library is managed by the campus network software in which issue of books, return etc. are done using the barcoded identity card.
- ❖ Staff salary and related matters are operated through SPARK online system

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- ❖ Curriculum development is primarily done by the university through various boards of studies.
- ❖ 8 faculty members of our college are members of UG/PG Board of Studies and are directly involved in the curriculum development process.
- ❖ In addition our faculty members actively participate in the workshops and camps for syllabus revision and restructuring.

6.3.2 Teaching and Learning

- ❖ A general time table for all classes is prepared and is made available to the students at the beginning of the academic year.
- ❖ Departments prepare their own detailed subject-wise time-table based on the general time-table. Individual teachers are assigned work by the Head of the Department.
- ❖ Teachers prepare the teaching plan of the topics allotted to each of them.
- ❖ Teachers keep daily work record which is periodically evaluated by the HOD and the Principal. This practice ensures effective implementation of the academic plan.
- ❖ Allotment of classrooms and recording of students' attendance are monitored at the institutional level.
- ❖ The Heads of Departments and the faculty in charge of various curricular and co-curricular activities furnish a detailed schedule to the office at the beginning of every academic year.
- ❖ The College council discusses these programmes and finalizes the College calendar incorporating all such details.
- ❖ Copies of academic calendar are made available to the students and staff. ICT tools are extensively used in classrooms both by the faculty and students.
- ❖ Students and faculty get free access to Internet.
- ❖ E-learning resources such as INFLIBNET, NLIST are available in the campus.
- ❖ The attendance system is computerized as part of office automation.

6.3.3 Examination and Evaluation

- ❖ An evaluation blue print showing the allotment of marks, question numbers, etc. is given on the facing sheet supplied in the examination hall.
- ❖ Details about the pattern/types of questions, number of questions to be answered in each section, weights/marks/credits for each question, etc. are published in the College Handbook and University website.
- ❖ All the evaluation reforms of the University are adopted by the college in toto.
- ❖ The new CBCSS grading system developed by the university has been fully adopted by the college both at UG and PG levels.
- ❖ Recently, the new system of seven-point grading with marks suggested by the university is also adopted by the college.
- ❖ At the college level two internal examinations are conducted every semester. Additional internal examinations are conducted for selected courses.
- ❖ Assignments, seminars, project works, etc. are regularly given to students and their performance is evaluated. These are made part of the internal assessment. Besides, instant quizzes, objective type tests, etc. are also conducted.
- ❖ PTA is conducted in every semester to discuss the progress of students.
- ❖ A senior teacher is appointed as the Controller of Examinations at the college level. The Chief Superintendent and Controller of Examinations ensure effective implementation of evaluation reforms.
- ❖ A senior teacher is appointed as the coordinator for internal evaluation and grading. He is monitoring the award of internal grades to students as well as the transmission of results to university in time.
- ❖ In every department there is a coordinator for monitoring the internal evaluation process. The grades sheets are verified and countersigned by HODs.
- ❖ Internal evaluation grades/marks of all students are published in the notice board of the department concerned for verification by students before submitting the grades to university.
- ❖ Grievances, if any, will be redressed by the Grievance Redress Cells at the department level/college level/university level.

6.3.4 Research and Development

- ❖ A research monitoring committee is constituted with a view to promoting and monitoring research activities in the college
- ❖ Autonomy is accorded to the principal investigator as per rules. Fund is transferred to the account of the principal investigator as and when released by the funding agency based on the request of the principal investigator subject to the condition that audited statement of accounts and utilization certificates are to be produced.
- ❖ All facilities including infrastructure and human resources of the college are extended to the principal investigator. Investigators are given permissible duty leaves and special recognition also. The college supports investigators in their technology and information needs by making available good library with modern facilities including NLIST online library and free access to internet, etc.
- ❖ Individual and group projects are given to students and research facilities in the college are extended to them. Project work of each student is guided and supervised personally by teachers.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- ❖ Regular updating of library resources.
- ❖ The library has internet connectivity with printer and power back up facilities and follows the open access system.
- ❖ The freshers are given orientation on effective use of library resources. Ample support facilities are available for the library.

- ❖ All departments are provided with computers, internet, laptops, printers, USB, LCD projectors, digital and video cameras.
- ❖ There are several ICT enabled classrooms. Well equipped computer labs, a computer assisted language lab, smart boards, departmental labs, audiovisual and research rooms facilitate the teaching learning process. There are adequate software and computational facilities to meet the needs of a growing institution.
- ❖ A full-fledged Study Centre cum Library of MG University is also

6.3.6 Human Resource Management

- ❖ A sound system of selection and recruitment with a view to ensuring transparency and quality is followed by the college.
- ❖ Induction programmes have been organised to identify and nurture the potential of the staff. Staff members are required to attend training programmes, refresher courses, orientation programmes, conferences and seminars.
- ❖ Every member of the staff is assigned with the responsibility to coordinate one or more extra/co-curricular programmes.
- ❖ Faculty members are given proper freedom of operation with regard to academic as well as research activities.
- ❖ Promotions, career advancements, etc. are given without any delay. • Research guides are given special facilities including research labs.
- ❖ A participative system of managing is adopted. Committees are constituted to implement developmental projects as well as to coordinate various administrative responsibilities such as admissions, internal assessment, etc. Internet, Computer labs, etc. are made available to staff at free of cost.
- ❖ Involvement of staff in the institutional process is highlighted and appreciated in various public meetings.
- ❖ The Management helps identify and nurture leadership among faculty by entrusting them with the overall charge of academic and non-academic activities such as NSS, NCC, IQAC, Arts Club, Music Club, Anti-ragging cell, Grievance Redress Cell, etc. •
- ❖ The Principal plays the key role in planning and mobilization of the human resource of the college. HODs are entrusted with coordinating activities at department level.
- ❖ To develop leadership qualities among students, college union elections are held and executive committee is constituted for organizing co-curricular and extracurricular activities.
- ❖ Student leaders of subject associations organize various competitions and fests. Leadership training and personality development programmes are organized for students.
- ❖ Staff meetings and meetings of IQAC, Staff Council, College Union, etc. are conducted regularly.
- ❖ Usually the administrative and the quality related policies are presented and discussed in the college council before implementation. The college council meetings also serve the purpose of gaining feedback for the management on the various policies.
- ❖ There is a formal work record of appraisal of the performance and efficiency of teachers and non-teaching staff.

6.3.7 Faculty and Staff recruitment

The institution follows the UGC norms for staff faculty recruitment. The institution also follows the rules regarding the recruitment as given by the Government of Kerala. Vacancies are advertised in leading newspapers and prescribed norms are strictly adhered to.

6.3.8 Industry Interaction / Collaboration

- ❖ Lazza Company conducted placement for VI semester students 15 students got placement in various companies.
- ❖ IV Sem and VI Sem Degree students of Food Science and Quality Control were sent for Industrial Training to various industrial firms. They visited Naddukka Food Products, Wayanad.

6.3.9 Admission of Students

- ❖ Students are admitted strictly based on the Govt. /University guidelines and regulations. The reservation policy of the Government, UGC and the University is implemented by the college.
- ❖ Accordingly, 50% seats are filled based on open merit, 20% reserved for SC/ST, 20% under Management Quota and 10% seats are filled under Community Quota.
- ❖ There is no provision to conduct entrance test for admission in to conventional programmes in affiliated colleges. However, admission to UGC sponsored B.Sc. Sports Studies is done based on a merit list prepared after conducting an entrance test conducted at the college level under the supervision of an expert from the university.
- ❖ For conventional programmes, both at UG and PG levels, the admissions are done through a Centralized Admission Process (CAP) in which candidates apply online through university website. In general merit and reservation quota admissions are made from the allotment list of the university.

- ❖ The admissions under Management Quota, Community Merit, Cultural/Sports Quota, and Physically Handicapped Quota are done at college level from the merit list of each category. •
- ❖ The merit/selection list will be published in the notice board. In case of complaints candidates can approach the Grievance Redress Cell functioning in the College and University.
- ❖ Every year the college submits semester-wise reports relating to the admission process to the university. These statutory requirements are adhered by the college with great enthusiasm with a view to ensuring justice and transparency in the admission process.
- ❖ Meetings of HODs and department level staff coordinators of admissions are convened to assess the progress of the admission process.
- ❖ When the process is complete, a meeting of the coordinators and HODs is held to review the process of admission.

6.4 Welfare schemes for Students

- ❖ All statutory welfare schemes such as provident fund, pension scheme, earned leaves and other leaves, group insurance, family benefit scheme, state life insurance, etc. have been implemented.
- ❖ The institution is working towards ensuring social justice through the various student welfare schemes. The induction program clearly presents the welfare schemes available to the students.
- ❖ There are various welfare schemes such as SC/ST welfare fund, KPCR Commission Fee Concession, Welfare fund for Sportspersons, etc. In addition, the Poor Students Fund, Free Meals Programme etc. are instituted by the college for the benefit of poor students.
- ❖ The college Cooperative Store gives discounts to students in the purchase of books and stationery.
- ❖ The college canteen gives meals and other items at reduced rates to the students.
- ❖ Students get technical help from the college office to avail themselves of educational loans from the nationalized banks.
- ❖ The playground of the college and other facilities for sports and games are made available to the entire student community.

The following is a list of welfare facilities for students available in the college:

- ❖ Endowments, Free ships and Scholarship
- ❖ Career Counselling and Guidance
- ❖ NET/SET Coaching
- ❖ Coaching for Entry into Services
- ❖ Career Guidance and Placement Cell
- ❖ College Cooperative Store for staff and students
- ❖ Subsidized Meals for students from College Canteen •
- ❖ Grievance Redress Cell
- ❖ SC/ST Monitoring Cell
- ❖ Purified drinking water facilities and water cooler
- ❖ Subject Associations for each department •
- ❖ Soft skill training and personality development programmes

Welfare schemes for Teaching/Non Teaching Staff

Teaching	Salary Advance and Loan for the needy
Non Teaching	Funds are collected and given to the needy non-teaching staff to meet the contingencies

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes No

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	University	Yes	Management
Administrative	Yes	Dy.D.C.E	Yes	Management

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

- ❖ The Principal acts as the Chief Superintendent of University examinations.
- ❖ A senior teacher is appointed as the Controller of Examinations at the college level. •
- ❖ The Chief Superintendent and Controller of Examinations ensure effective implementation of evaluation reforms.
- ❖ A senior teacher is appointed as the coordinator for internal evaluation and grading. He is monitoring the award of internal grades to students as well as the transmission of results to university in time.
- ❖ In every department there is a coordinator for monitoring the internal evaluation process. The grades sheets are verified and countersigned by HODs.
- ❖ Internal evaluation grades/marks of all students are published in the notice board of the department concerned for verification by students before submitting the grades to university.
- ❖ Grievances, if any, will be redressed by the Grievance Redress Cells at the department level/college level/university level.
- ❖ The university is conducting end semester examinations as part of Credit Semester System for UG and PG.
- ❖ The university has made facilities for uploading internal marks in the university web portal.
- ❖ The exam hall tickets can be downloaded from the university website.
- ❖ The results are being published in the university website.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

Efforts were taken by university for granting autonomy to affiliated colleges

6.11 Activities and support from the Alumni Association

Strong support from alumni was evident in the form of charity ventures , scholarships etc

6.12 Activities and support from the Parent – Teacher Association

- ❖ PTA meetings are conducted at least once in a semester and score sheets are given to parents and their suggestions are used to improve the system
- ❖ The PTA is instrumental in ensuring discipline and academic excellence of students through timely intervention and interaction with teachers.

6.13 Development programmes for support staff

- The support staff are given orientation and regular classes are conducted to improve efficiency.
- The performance of non-teaching staff is monitored and appraised by the Administrative Assistant
- Special sessions are given for computer training and communication skills.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- ❖ The 'Nature Club' also conducts environmental awareness programmes.
- ❖ Plastic is banned on the campus.
- ❖ Eco friendly initiatives are encouraged

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- ❖ Structured transparency in governance was ensured.
- ❖ Library automation and networking for issue and return of books.
- ❖ INFLBNET/NLIST online subscription for books and journals.
- ❖ Interaction with national/international experts in different fields.
- ❖ Renovated laboratories with modern equipment.
- ❖ Modern Computer labs with advanced software.
- ❖ Generators for uninterrupted power supply

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

The research output of the faculty has increased quantitatively and improved qualitatively.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

The college encourages co curricular activities of the students by giving free training and providing platforms to showcase their skills. Their artistic and literary talents are encouraged and their leadership and organisational skills are honed by the constant support of the management and staff.

**Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

- ❖ The college is committed to protect the environment and inculcate an environment consciousness among our students and other stakeholders.
- ❖ Eco- friendly practices that encourage a spirit of environmental friendliness were implemented.

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

- With a new orientation in research as well as soft skills, there was a flurry of projects sanctioned by UGC .
- Good number of campus placement .

8. Plans of institution for next year

- Installation of Solar Panel and Rain Water Harvesting
- Networking and interconnection of Departments to access the enhanced Library facilities
- To encourage interdepartmental collaboration in teaching and research areas.
- To conduct seminars/conferences/workshops related to patents and consultancies.
- To apply for more major research projects
- To conduct more academic gender sensitization programmes
- To conduct internships programmes for students.
- To promote more industry based student projects.
- Media Centre

Name : **Dr. Sujatha. S**

Name **Dr P S Geetakumari**



Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Academic Calendar

2015- 16

1st June College re-opens after midsummer vacation

5th June Environment Day

17th June Tutorial Meetings

24th June National Seminar

15th July Tutorial Meeting

24th July Counselling Sessions

27th July Remembering Dr APJ Abdul Kalam

19th August Tutorial Meeting

21st August Onam Vacation

7th September Teacher's Day Celebrations

17th September Tutorial Meeting

30th September Internal Exams

14th October Tutorial Meeting

21st October Pooja Holidays

18th November Tutorial Meeting

26th November National Seminar

10th December Intercollegiate Quiz Competition

16th December Tutorial Meeting

19 X'mas Vacation

28 December College re-opens after X'mas Vacation

22nd January Tutorial Meeting

28th January Lecture Series

10th February Internal Exams

11th to 13th February National Seminar

23rd February Women's Self Defence Training

10th March PTA Meeting

21st March Eco- Fest

31st March Send off Meeting