

The Annual Quality Assurance Report (AQAR) of the IQAC
(For Affiliated/Constituent Colleges)

Institutions Accredited by NAAC need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the IQAC at the beginning of the Academic year. *The AQAR period would be the Academic Year. (For example, July 1, 2017 to June 30, 2018)*

Part – A

Data of the Institution

(data may be captured from IIQA)

1. Name of the Institution : N.S.S. Hindu College, Changanacherry
- Name of the Head of the institution : Dr. Sujatha. S
 - Designation : Principal
 - Does the institution function from own campus : Yes
 - Phone no./Alternate phone no. : 0481 2420090
 - Mobile no. : 9847538700
 - Registered e-mail : nsshcchy@gmail.com
 - Alternate e-mail : drsujathas1@gmail.com
 - Address : Perunna P O
 - City/Town : Changanacherry
 - State/UT : Kerala
 - Pin Code : 686102
2. Institutional status:
- Affiliated / Constituent : Affiliated to Mahatma Gandhi University
 - Type of Institution : Co-education
 - Location : Rural/Semi-urban/Urban : Semi - Urban

- Financial Status : Grant-in aid/ UGC 2f and 12B
- Name of the Affiliating University : Mahatma Gandhi University
- Name of the IQAC Co-ordinator : Dr. Anilkumar S
- Phone no. : 04812420090
- Alternate phone no. : 04812420090
- Mobile : 9446045664
- IQAC e-mail address : nsshcchy@gmail.com
- Alternate Email address : drsujathas1@gmail.com

3. Website address: www.nsshinducollege.org

Web-link of the AQAR: (Previous Academic Year):

4. Whether Academic Calendar prepared during the year?

Yes

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 st	Four Star	70-75	April 17, 2000	April 16, 2005
2 nd	B++	82.1	October 17, 2006	October 16, 2011
3 rd	A	3.04	November 27, 2017	November 26, 2022

6. Date of Establishment of IQAC : 17/ 4/2000

7. Internal Quality Assurance System

7.1 Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & duration	Number of participants/beneficiaries
Regular meeting of Internal Quality Assurance Cell	28/03/2018, 11am to 12noon 17/07/2018, 2pm to 3pm 27/10/2018, 11.30 am to 1 pm 22/11/2018, 11.45 am to 1pm 26/02/2019, 12 noon to 1pm	14
Timely submission of AQAR	26/2/2020	20
Feedback from all stakeholders collected and used for improvements	30/9/2019	1500
Participation in NIRF	20/11/2018	15

Note: Some Quality Assurance initiatives of the institution are:

(Indicative list)

- Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback from all stakeholders collected, analysed and used for improvements
- Academic Administrative Audit (AAA) conducted and its follow up action
- Participation in NIRF
- ISO Certification
- NBA etc.
- Any other Quality Audit

8. Provide the list of funds by Central/ State Government-

UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	RUSA	State	2018	2Crores
Dr Unnikrishnan	Major Project	DST	2 years	30,79,800
Dr S. Anilkumar	Major Project	ISRO	2years	25,00000

9. Whether composition of IQAC as per latest NAAC guidelines : Yes

*upload latest notification of formation of IQAC.

10. No. of IQAC meetings held during the year : 5

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website.....

Yes

(Please upload, minutes of meetings and action taken report)

Minutes of the Meeting held on 28/3/2018 at 11 AM in the IQAC Room.

Members Present:-

- 1) Dr Priyadarshini S (HOD, English)
- 2) Dr Jyothi Balakrishnan (HOD, Hindi)
- 3) Dr Rajalakshmi (HOD, Malayalam)
- 4) Dr MV Suresh (HOD, Economics)
- 5) Dr E B Sureshkumar (HOD, History)
- 6) Dr R Samala (HOD, Politics)

- 7) Dr Unnikrishnan K (HOD, Physics)
- 8) Rajeev N G (HOD, Chemistry)
- 9) Dr PK Padmakumar (HOD, Botany)
- 10) Dr M R Renuka (HOD, Zoology)
- 11) Deepthi Sreedhar (HOD Mathematics)
- 12) Dr Nagamony S (HOD, Philosophy)
- 13) Dr Anilkumar VM (HOD, Commerce)
- 14) Dr Anilkumar S (Associate Professor, Dept of Chemistry)

The meeting discussed key areas, Promotion of Research, Ensuring Quality in Research, Strengthening Placement Training, Student Satisfaction Survey, Promotion of Teachers, Reconstitution of IQAC. Feedback from stakeholders.

The following resolutions were taken:-

- To submit proposals to upgrade four Post Graduate Departments-Mathematics , Economics, History and Chemistry as research centres of Mahatma Gandhi University, Kerala.
- To organize National Seminars in collaboration with Mahatma Gandhi University during the year 2018- 19. Directions were given to 15 Departments to draft proposals on contemporary topics with subject relevance and to ensure paper presentations from both faculty and students.
- To organize a Two Day Workshop for Administrative staff of Aided Colleges in Kerala
- To proceed the CAS of 24 teachers subject to fulfillment of the criteria as stipulated in the Government Orders and UGC Circulars.
- To reconstitute IQAC as per recent UGC Guidelines. In addition to the existing number of faculties.
- Dr S Anilkumar, Associate Professor in Chemistry was nominated as the co-ordinator of the IQAC Cell.
- To collect feedback from stakeholders

Sd/-

IQAC Co-ordinator

Sd/-

Principal

11. Whether IQAC received funding from any of the funding agency to support its activities during the year? No

If yes, mention the amount:

Year:

12. Significant contributions made by IQAC during the current year (maximum five bullets)

- Four Post Graduate Departments : Mathematics, Chemistry, History and Economics approved as research centers of Mahatma Gandhi University, Kerala
- Organized National Seminars / State workshops for faculty / Administrative staff/ students.

- Strengthening of Placement Training.
- Conducted Activities for Promotion of Universal Values and Ethics
- Structured feedback mechanism

13. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
<p>Promotion of research: To submit proposals for upgrading 4 PG Departments- Mathematics, Chemistry, History and Economics as approved research centers of Mahatma Gandhi University, Kerala.</p>	<p>Post Graduate Departments : Mathematics, Chemistry, History and Economics were approved as research centers of Mahatma Gandhi University, Kerala</p> <p>1) U O No. 8257/A6/2RC/3007/2018 Academic dated 23/11/2018. (Economics & Mathematics)</p> <p>2) U O No. 526/AVI/2RC/3007/2018 Academic dated 2/2/2019. (History)</p> <p>3) U O No. 2616/ACA6/2019 /MGU dated 15/06/2019. (Chemistry)</p>
<p>Ensuring Quality in Research: Resolved to organize National Seminars / State Workshops for Faculty / Administrative staff/ students.</p>	<p>Organized :-</p> <p>a) Two day Workshop for Administrative Staff of Aided colleges in Kerala</p> <p>b) National Seminars – Hindi, Malayalam, History, Politics, Economics, Mathematics, Physics, Chemistry, Zoology, Food science,</p> <p>c) Orientation Programme for Freshers.</p>
<p>Developing Employability and Life Skill Resolved to strengthen Placement Training – Life Skill Development</p>	<p>a) Soft Skill Development Programme in collaboration with IIT Roorkee</p> <p>b) Placement Training in collaboration with HEDGE (approved by Govt of Kerala)</p> <p>c) Life Skill Development Programme for Women in ward 1 and 2 of Municipality, Changanacherry</p>
<p>Suggestion for Improvement Resolved to collect Feedback from stakeholders</p>	<p>Collected Feedback from UG & PG students at the end of semester during the academic year</p>

14. Whether the AQAR was placed before statutory body? Yes

Name of the Statutory body: College Management

Date of meeting(s): 31.03.2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?

Yes

Date: 1st and 2nd November 2017

16. Whether institutional data submitted to AISHE: Yes

Year: 2018-19

Date of Submission: 31-1-2019

17. Does the Institution have Management Information System?

Yes

If yes, give a brief description and a list of modules currently operational.
(Maximum 500 words)

NSS HC NET ERP

The college has implemented NSS HC NET ERP for effective academic management and administration which comprises of

- a) Admission Management System.
- b) Student Information System.
- c) Attendance System.
- d) Internal Examination System.
- e) Time Table System.
- f) Student Progression System.
- g) SMS provider Management System.

Management information system through College Website, College Calendar, Circulars, Electronic announcement system, display of notices, by holding staff/governing body/students/parents /alumni meetings, SMS service and E-mail.

E-Scholarships- Government of Kerala provides a number of scholarships for students who are domiciled in Kerala. The eligibility conditions are majorly based on a student's current academic qualification and financial need. Irrespective of the category, class or background to which he/she belongs, he/she can find a suitable scholarship to fund for further education. All transactions of scholarships in the institutions are made online and the scholarship amount is directly transferred to the beneficiary's account.

Library Management Software :

LIBRARY

A. The fully automated college library is functioning under the charge of the Librarian.

B. Different sections of the Library

1) General Section 2) Reference Section

3) Periodicals Section 4) Digital Section

5) Reprographic Section 6) Circulation Section

C. The College has Institutional Membership of DELNET and N-LIST

D. Technical organization of Library collection

E. The College has been implemented open source Hybrid Solution of

KOHA – (LMS) with CampusNET ERP Library e-Gate (Attendance),

Library Information KIOSK (Touch Screen) and CampusNET ERP Digital Library.

a. Campus NET ERP Library e-Gate

The e-gate helps to record the entry and exit of the members in the library. It will give detailed reports to plan for the better usage of the library by the members.

b. Campus NET ERP Library Information KIOSK

The entire Library related information can be availed through this touch screen unit. Book search, journal, periodicals, CD collections, bound journals, renewal or reservation of issued books, etc..are integrated with this KIOSK machine. Security checking with smart card is integrated with the unit. Library Information KIOSK machine displays the top ten library used/issued books with cover page and members with photo, name and count of books taken. KIOSK machine displays the new arrival list while the machine is not in use.

c. Campus NET ERP Digital Library

Huge data base can be accessed from the college intranet in a digital form Information from the main server is available in all the departments of the college in different digital format such as pdf, doc, html, images, video and many more. These documents can be accessed under the seven major areas :- e-Books, College Library, Google Books, Multimedia Library, Teachers Collection and CD Collections.

Part-B

CRITERION I – CURRICULAR ASPECTS					
1.1 Curriculum Planning and Implementation					
1.1.1 Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words					
<p>The College follows the curriculum formulated by Mahatma Gandhi University. The process of curriculum design by the Boards of Studies is through the participation of Member Colleges and professional bodies. Several faculty members have been on the Boards of studies. The institution has undertaken various programmes for curriculum development and implementation. There has been active involvement of the faculty in various seminars, workshops and discussions for curriculum development and implementation organized by professional bodies and Board of Studies of different disciplines. Departmental meetings are convened to develop curriculum implementation strategies. Industrial visits provide a practical edge to classroom teaching. In remedial and bridge classes, the gaps between the entry behavior and expected learning outcomes of students are remedied. For slow learners and students from different streams remedial classes, bridge courses, coaching and tutorials are conducted free of cost. Experts on various subjects are invited; and there are tie - ups with industries and research bodies in this regard for regular updating and knowledge dissemination. Question papers and videos pertaining to various subjects are available in the college library.</p>					
1.1.2 Certificate/ Diploma Courses introduced during the Academic year					
Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development	
Nil	Nil	Nil	Nil	Nil	
1.2 Academic Flexibility					
1.2.1 New programmes/courses introduced during the Academic year					
Programme with Code	Date of Introduction	Course with Code	Date of Introduction		
Nil	Nil	Nil	Nil		
1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the Academic year.					
Name of Programmes adopting CBCS	UG	PG	Date of implementation of CBCS / Elective Course System	UG	PG
English	BA	MA			
Malayalam	BA	MA			
Hindi	BA	MA			
History	BA	MA			
Political Science	BA	MA			
Economics	BA	MA			
Philosophy	BA	Nil			
Mathematics	BSc	MSc.			
Physics	BSc	MSc.			
Chemistry	BSc	MSc.			
Zoology	BSc	MSc.			
Botany	BSc	Nil			
Food Science and Quality	BSc	Nil			

Control					
Commerce	B.Com	M.Com			
Already adopted (mention the year) 2009 -2010					
1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year :					
	Certificate			Diploma Courses	
No of Students	27			Nil	
1.3 Curriculum Enrichment					
1.3.1 Value-added courses imparting transferable and life skills offered during the year					
Value added courses	Date of introduction			Number of students enrolled	
NET, SET Coaching (Online)	July 2017			50	
1.3.2 Field Projects / Internships under taken during the year					
Project/Programme Title			No. of students enrolled for Field Projects / Internships		
Food Science and Quality Control			130		
1.4 Feedback System					
1.4.1 Whether structured feedback received from all the stakeholders.					
1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents	
Yes	Yes	Yes	Yes	Yes	
1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)					
<p>'Feedback' refers to the expressed opinions of students about the service they receive as students. Students in our institution are given questionnaires covering infrastructure, library facilities, faculty support and co-operation from supporting staff etc with multiple options ranging from poor to excellent. Students put tick marks at their own choice without revealing their identity. These questionnaires are collected from different departments and analysed for opinion of the students which help in improving the overall condition of the institution as per the specified Government norms. Our learning from student feedback is directed at providing: (a) a safe, professional and friendly learning environment; (b) high quality teaching, assessment and management of learning; (c) regular and reliable feedback on student progress and achievements; (d) mechanisms for students to pursue grievances and learning related issues as required. Overall, responses from both the quantitative and qualitative data indicated moderate to high levels of satisfaction with the quality of teaching, instruction, learning and student engagement; with students being less (but nevertheless still) positive about workloads, assessments, outcomes and available or assigned resources. As a result of student feedback, the College continues to review, develop and implement policies and practices in key areas, such as (a) curriculum governance, supervision and monitoring; (b) the creation of an academic culture in which all students and staff are expected to deploy higher-order thinking skills; (c) reinforcing clear expectations concerning unit content, assessments and outcomes; (d) refining and extending data analysis in order to inform and complement effective and meaningful learning and teaching practices.</p>					
CRITERION II -TEACHING-LEARNING AND EVALUATION					
2.1 Student Enrolment and Profile					
2.1. 1 Demand Ratio during the year					
Name of the Programme	Number of seats available		Number of applications received		Students Enrolled
English	UG – 30	PG - 15	UG-728	PG- 337	UG- 38 PG-13
Malayalam	UG-30	PG - 19	UG-638	PG- 431	UG-28 PG-16
Hindi	UG-30	PG - 19	UG-663	PG-342	UG-23 PG-18
History	UG- 120	PG -19	UG-1754	PG- 432	UG-114 PG-17
Political Science	UG- 60	PG - 19	UG-1203	PG- 362	UG-58 PG-18
Economics	UG 120	PG - 19	UG 1893	PG 301	UG 111 PG 19

Philosophy	UG- 50		UG-758		UG-48	
Mathematics	UG- 60	PG - 19	UG-1402	PG- 438	UG-54	PG-19
Physics	UG- 30	PG- 15	UG-628	PG- 312	UG-28	PG-15
Chemistry	UG- 37	PG-13	UG-802	PG-326	UG-30	PG-13
Zoology	UG- 29	PG-15	UG-611	PG- 297	UG-25	PG-12
Botany	UG-29		UG- 635		UG-27	
Food Science and Quality Control	UG-30		UG- 675		UG-29	
Commerce	UG-70,	PG-19	UG-1758	PG-459	UG-71	PG-19

2.2 Catering to Student Diversity

2.2.1. Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018-19	2035	358	4	92	96

2.3 Teaching - Learning Process

2.3.1 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of teachers on roll	Number of teachers using ICT (<i>LMS, e-Resources</i>)	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
96	96	a)Virtual class rooms. b)Online and Offline resources in Teaching and learning.	11	5	DELNET and N-LIST, PPT

2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words)

Mentoring is a support service available to all students in this college. Mentoring involves face to face communication and provides psychological support relevant to work, career and professional development. Through commitment in a caring way, taking part in the learning process and by taking the path with learner, the mentor helps the mentee to develop the whole person, to expand and realize potentialities. Mentoring is the foundation of a lasting professional network. Mentors identify skill gaps in mentees in order to expand and realize their potentialities. Mentoring enables mentees to gain invaluable insight beyond their own education and experience and gives them the edge with support and guidance. Having gained an insider's perspective and clear understanding of career options, the mentor introduces mentees to diverse perspectives, experience and resources. Though mentoring began in this college in an informal way in order to monitor classwork, attendance, assignments, career prospects and career objectives, now mentoring is conducted on a streamlined regular and ongoing process: inspiring encouraging and supporting mentees, thus contributing to their professional and personal development. For mentoring to be truly supportive, the mentor maintains the antecedents and bio-data of the mentee. The academic career graph of the mentee along with signatures of mentees, parents-teacher meetings every semester to discuss the academic progress of the mentee and invite suggestions from parents and suggest ways in which parents can be more supportive of the mentee.

University Grants Commission (UGC) recommends the measures for ensuring the safety of women and programs for gender sensitization on campuses. According to the task force appointed by UGC, the recommendations include the need for setting up Women's Development Cell and Anti-Sexual Harassment Cell at colleges and universities. A Women's Cell is functioning in the college to sort out problems of women facing in the society and in campus in particular. The Cell aims at addressing the gender related problems in the campus and organizing programmes on gender sensitivity. Other aims and objectives include giving career guidance to girls, functioning of a counselling centre, conducting health awareness classes etc. Anti -Ragging Committee is constituted in this college to prevent ragging and to take anti-ragging measures as per the guide lines issued by the Supreme Court of India and UGC

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
2393	96	34: 1

2.4 Teacher Profile and Quality				
2.4.1 Number of full time teachers appointed during the year				
No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
109	96	13	Nil	56
2.4.2 Honours and recognitions received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)				
<i>Year of award</i>	<i>Name of full time teachers receiving awards from state level, national level, international level</i>	<i>Designation</i>	<i>Name of the award, fellowship, received from Government or recognized bodies</i>	
Since 2016	Dr Sujatha S	Principal	Member Syndicate, Mahatma Gandhi University, Kerala	
	-do-		Member of Senate Mahatma Gandhi University, Kerala	
	-do-		Member of Academic Council, , Mahatma Gandhi University, Kerala	
	-do-		<ul style="list-style-type: none"> • Convener of Syndicate Standing Committee for Research & Development, Mahatma Gandhi University, Kerala • Member of University Research Committee 	
	-do-		Member of Syndicate Standing Committee for 1)Affiliation & Approval 2) Examination 3) Students Welfare and Grievance Redressal	
Since 2018	-do-		Member, Board Of Directors, NSS Ayurveda Medical College, Pandalam	
Since 2018	-do-		Mahatma Gandhi University , Nominee as Principal for the selection of Assistant Professors in NSS Colleges under MGU.	
Since 2016	Dr P K Padmakumar	Assoc. Professor and HOD, Botany	Member Syndicate, Mahatma Gandhi University, Kerala	
Since 2016	-do-		Member of Senate Mahatma Gandhi University, Kerala	
	-do-		Member of Academic Council, , Mahatma Gandhi University, Kerala	
	-do-		<ul style="list-style-type: none"> • Convener of Syndicate Standing Committee for Approval, Mahatma Gandhi University, Kerala 	

Since 2018	-do-		• Honorary Director of CEPAS, Mahatma Gandhi University, Kerala
Since 2017	Dr. K.V. Manoj	Assoc. Professor in Malayalam	PG Board of Studies-Malayalam, Mahatma Gandhi,University, Kerala
Since 2017	Dr. V.R. Bhuvaneshwary Kunjamma	Asst. Prof. in Sanskrit	UG Board of Studies-Sanskrit, Mahatma Gandhi,University, Kerala
Since 2017	Dr Jyothi Balakrishnan	Assoc. Professor and HOD, Hindi	Chairperson, PG Board of Studies-Hindi, Mahatma Gandhi,University, Kerala
Since 2017	Dr P S Nagamony	Assoc. Professor and HOD, Philosophy	Chairperson, UG Board of Studies-Hindi, Mahatma Gandhi University, Kerala
Since 2017	Dr T S Karthika	Assoc. Professor in Philosophy	UG Board of Studies-Hindi, Mahatma Gandhi University, Kerala
Since 2017	Dr P S Nagamony	Assoc. Professor and HOD, Philosophy	Member of Academic Council, , Mahatma Gandhi University, Kerala
Since 2017	Manju V S	Assistant Professor in English	P G Board of Studies English, , Mahatma Gandhi University, Kerala
Since 2017	Anulakshmi Babu	Assistant Professor in English	UG Board of Studies English, , Mahatma Gandhi University, Kerala
Since 2017	Dr Deepthi T R	Assistant Professor in Zoology	UG Board of Studies Zoology , , Mahatma Gandhi University, Kerala
Since 2017	Dr C P Anitha Devi	Assistant Professor in Zoology	PG Board of Studies Zoology , , Mahatma Gandhi University, Kerala
Since 2017	Dr Suresh Kumar	Assistant Professor in Mathematics	PG Board of Studies, Mathematics , Mahatma Gandhi University, Kerala
Since 2017	Dr E N Satheesh E N	Assoc. Professor in Mathematics	PG Board of Studies, Mathematics , Mahatma Gandhi University, Kerala
Since 2017	Dr Vinu T P	Assistant Professor in Physics	PG Board of Studies, Physics , Mahatma Gandhi University, Kerala
Since 2017	Mrs Maya	Assistant Professor in Physics	UG Board of Studies, Physics , Mahatma Gandhi University, Kerala
Since 2017	Dr Sheeba V T	Assistant Professor in Economics	PG Board of Studies, Economics , Mahatma Gandhi University, Kerala

2.5 Evaluation Process and Reforms

2.5.1 Number of days from the date of semester-end/ year- end examination till the declaration of results during the year - 194

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA/Bsc/BCom		First Semester	16/11/2018	15/03/2019
		Second Semester	18/06/2018	25/09/2019
		Third Semester	10/10/2018	25/01/2019
		Fourth Semester	11/03/2019	15/05/2019
		Fifth Semester	11/10/2018	25/01/2019
		Sixth Semester	12/03/2019	15/05/2019
MA/MSc/MCom		First Semester	16/11/2018	25/02/2019
		Second Semester	20/03/2019	25/06/2019
		Third Semester	16/11/2018	25/02/2019
		Fourth Semester	20/03/2019	25/05/2019

2.5.2 Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Planning and organization of teaching, learning and evaluation schedules begin ahead of the academic semester. **Academic Calendar** : As regards the commencement of classes, number of hours assigned for each subject, internal tests, project reports, announcement of results, vacations, examinations etc. are scheduled according to the calendar of the affiliating university. Based on the university's academic calendar, the academic departments prepare annual calendars at the beginning of each academic semester. Orientation for the newly admitted students, annual day, guest lectures, industry visits, study tours, seminars, conferences, workshops, alumni and parents meetings and sports activities find a place in the annual calendar of the college. **Teaching Plan** : Meetings of faculty members are convened and subjects are allotted to teaching staff, who, then, prepare lesson plans, teaching modules, PPTs, guest lectures, assignments and tests, which are discussed in departmental meetings. Students' knowledge, skills and academic entry behavior are assessed. appropriate methodologies for specific modules are identified. As the teaching sessions commence, teachers maintain work diaries in which the work done in each session/class is entered. Work diaries are attested by the respective head of the department and Principal. **Evaluation blueprint**: During the orientation programme and the initial days of the semester, students are given a clear understanding of the scheme of evaluation, division of marks based on attendance, tests, assignments and skill development records and other activities organized in the classes. Records of all these are maintained by the respective faculty. Prior to the end of semester examinations, preparatory examinations are conducted, papers evaluated and marks communicated to parents. The time table for the semester examination is decided by the university. University examination results are analyzed by the respective departments and the same is communicated to parents. Mentors maintain records of all university marks scored by students. The institution keeps a track of the progress of students through continuous assessment and conduct of examinations.

2.5.3 Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The College Calendar updated in accordance with Mahatma Gandhi University Academic Calendar comprises of the various co-curricular and extracurricular activities. The implementation of the academic calendar is monitored systematically by the HODs.

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

2.6.2 Pass percentage of students

Program me Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
	MA English	14	11	78.5
	MA Hindi	18	15	83.3
	MA Malayalam	12	10	83.3
	MA History	14	09	64.2
	MA Politics	16	15	93.75
	MA Economics	15	04	26.6
	MSc Mathematics	19	13	68.4
	MSc Chemistry	13	07	53.8
	MSc Physics	15	05	33.3
	MSc Zoology	14	11	78.5
	M Com	17	13	76.5
	BA English	29	22	75.8
	BA Malayalam	26	14	53.8

	BA Hindi	27	14	51.8
	BA Economics	112	48	42.8
	B A History	101	24	23.7
	BA Politics	47	10	21.2
	BA Philosophy	39	10	25.6
	BSc Physics	29	19	65.5
	BSc Chemistry	34	30	88.2
	BSc Mathematics	56	37	66.07
	Bsc Zoology	30	21	70
	BSc Botany	27	23	
	Bsc Food Science & Quality Control	29	26	89.6
	B Com	67	55	82.08

2.7 Student Satisfaction Survey

2.7.1 Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount receive during the Academic year
Major projects	2 Years 2 Years	DST ISRO	30,79,800 25,00000	
Minor Projects	Nil	Nil	Nil	Nil
Interdisciplinary Projects	Nil	Nil	Nil	Nil
Industry sponsored Projects	Nil	Nil	Nil	Nil
Projects sponsored by the University/ College	Nil	Nil	Nil	Nil
Students Research Projects (other than compulsory by the College)	Nil	Nil	Nil	Nil
International Projects	Nil	Nil	Nil	Nil
Any other(Specify)	Nil	Nil	Nil	Nil
Total				

3.2 Innovation Ecosystem

3.2.1 Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of Workshop/Seminar	Name of the Dept.	Date(s)
--	-	--

3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of the Awardee.	Awarding Agency	Date of Award	Category
Cenema Paradizo Award	Dr. K. V. Manoj	CPC	2018-19	--

3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year		
Incubation Centre	Name	Sponsored by
--	--	---
Name of the Start-up		
Nature of Start-up		Date of commencement
---		---
3.3 Research Publications and Awards		
3.3.1 Incentive to the teachers who receive recognition/awards		
State	National	International
---	---	---
3.3.2 Ph. Ds awarded during the year (<i>applicable for PG College, Research Center</i>)		
Name of the Department	No. of Ph. Ds Awarded	
---	---	
3.3.3 Research Publications in the Journals notified on UGC website during the year		
Department	No. of Publication	Average Impact Factor, if any
	National	International
Mathematics		5
Physics		3
Commerce		15
Zoology		8
English	6	
Politics		11
History		2
Chemistry		3
Economics		7
Malayalam	1	
3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year		
Department	No. of publication	
Hindi	3	
Economics	2	
Chemistry	1	
History	1	
Politics	2	
English	2	
Malayalam	1	

3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index						
Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations
-	-	-	-	-	-	-
3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)						
Title of the Paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication
-	-	-	-	-	-	-
3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :						
No. of Faculty	International level	National level	State level	Local level		
Attended Seminars/ Workshops	24	60	7	30		
Presented papers	37	52	2			
Resource Persons	3					
3.4 Extension Activities						
3.4.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year						
Title of the Activities	Organising unit/ agency/ collaborating agency	Number of teachers co-ordinated such activities	Number of students participated in such activities			
EK Bharat Sresht Bharat	NCC	1	8			
Environment Day	NSS, Govt L P School Changanacherry	2	120			
International Yoga Day	IQAC, NCC,NSS and NSS Boy's High School,Changanacherry	21	430			
Blood Donation Camp	IQAC, NCC & Kottayam District Hospital	4	50			
Flood Relief Camp	IQAC, NCC & NSS	14	56			

3.4.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year				
Name of the Activity	Award/recognition	Awarding bodies	No. of Students benefited	
Republic Day Parade - 2019	NCC- National	Central Government	1	
Youth Exchange Programme - 2019	NCC- International	Central Government	1	
3.4.3 Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year				
Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers coordinated such activities	Number of students participated in such activities
Swachh Bharat	NSS & NCC	Cleaning Railway Station Changanacherry	3	120
Smile Campaign	IQAC & Govt Dental College, Kottayam	Dental Check up and Medical Treatment Camp	5	78
3.5 Collaborations				
3.5.1 Number of Collaborative activities for research, faculty exchange, student exchange during the year				
Nature of Activity	Participant	Source of financial support	Duration	
National Seminar on <i>Religion and Culture in Medieval South India</i> in collaboration with Mahatma Gandhi University, Kerala	Dept of History Faculty, Research Scholars, UG & PG Students - 100	NSS Hindu College	5 th & 6 th July 2018	
National Seminar on <i>Recent innovations in Atmospheric Sciences and Space Weathering</i> in collaboration with Mahatma Gandhi University, Kerala	Dept of Physics Faculty, Research Scholars, UG & PG Students - 100	NSS Hindu College	19 th & 20 th July 2018	
National Seminar on <i>Health for All- Cancer: Aetiology and Prevention</i> in collaboration with Mahatma Gandhi University, Kerala	Dept of Zoology Faculty, Research Scholars, UG & PG Students - 100	NSS Hindu College	24 th & 25 th July 2018	
National Seminar on <i>Recent Advances in Material Science</i> in collaboration with Mahatma Gandhi University, Kerala	Dept of Chemistry Faculty, Research Scholars, UG & PG Students - 110	NSS Hindu College	2 nd & 3 rd August 2018	
National Seminar on <i>Energy, Environment and Sustainable Develoment</i> in collaboration with Mahatma Gandhi University, Kerala	Dept of Economics Faculty, Research Scholars, UG & PG Students - 125	NSS Hindu College	9 th & 10 th August 2018	
National Seminar on <i>Frontiers in Food Science</i> in collaboration with Mahatma Gandhi University, Kerala	Dept of Food Science & Quality Control Faculty, Research Scholars, UG & PG Students - 110	NSS Hindu College	6 th & 7 th September 2018	

National Seminar on <i>Transgender Rights, Mobility and Identity</i> in collaboration with Mahatma Gandhi University, Kerala	Dept of Political Science Faculty, Research Scholars, UG & PG Students - 110	NSS Hindu College	17 th & 18 th September 2018
National Seminar on <i>Recent Trends in Mathematics and Modern Analysis</i> in collaboration with Mahatma Gandhi University, Kerala	Dept of Mathematics Faculty, Research Scholars, UG & PG Students - 110	NSS Hindu College	9 th & 10 th October 2018
National Seminar on <i>Innovations in Research in Social Sciences</i> in collaboration with Mahatma Gandhi University, Kerala	Dept of Commerce Faculty, Research Scholars, UG & PG Students- 190	NSS Hindu College	11 th & 12 th October 2018
National Seminar on <i>Innovations in Research in Social Women Writings in Hindi: Triumphs and Challenges.</i> in collaboration with Mahatma Gandhi University, Kerala	Dept of Hindi Faculty, Research Scholars, UG & PG Students - 100	NSS Hindu College	15 th & 16 th October 2018
Workshop on Origami	Dept of English Students -95	---	24 th January 2019
Workshop on Yoga & Stress Management	Dept of Philosophy Students -95	NSS Hindu College	2 nd August 2018
Workshop on Research Methodology	Dept of Malayalam Faculty , Research Scholars and Students- 75	NSS Hindu College	2 nd July 2018
Uloor Memorial Lecture	Dept of Malayalam Faculty , Research Scholars and Students- 75	NSS Hindu College	27 th June 2018
Vayanadinacharanam	Dept of Malayalam Faculty , Research Scholars and Students- 75	NSS Hindu College	3 rd July 2018
Invited Talk by Balachandran Chullikkadu	Dept of Malayalam Faculty , Research Scholars and Students- 120	NSS Hindu College	27 th September 2018
Seminar on World Environment Day	Dept of Zoology Faculty , Research Scholars and Students- 140	NSS Hindu College	14 th June 2018
Life in Science-Lecture Series	Dept of Zoology Faculty , Research Scholars and Students- 100	NSS Hindu College	10 th December 2018
Workshop on FoSTAC Training	Dept of Food Science & Quality Control , UG Students - 110	KEFTA & NSS Hindu College	1 st and 2 nd March 2019
World Wetland Day 2019	Dept of Chemistry Faculty, Research Scholars, UG & PG Students - 110	KSCSTE	30 th & 31 st January 2019
Hindi Fortnight Celebrations	Dept of Hindi Faculty, Research Scholars, UG & PG Students - 100	-	28 th September 2018
Restructuring of PG Curriculum- Three Day Workshop	Dept of Hindi Faculty, Research Scholars, UG & PG Students - 100	Mahatma Gandhi University, Kerala	16 th , 17 th & 18 th January 2019

National Seminar on Katha – Parachilum Ezhuthum in collaboration with Mahatma Gandhi University, Kerala.		Dept of Malayalam Faculty, Research Scholars, UG & PG Students - 100	NSS Hindu College	19 & 20 Feb 2019
3.5.2 Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year				
Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration (From-To)	Participant
Project Work	Thomson's Central Production Unit, Mannar	Food Science & Quality Control	15 days, April 16-04-2019 to 30-04-2019	3
	SRI Foods, Changanacherry		15 days, 01-04-2019 to 15-04-2019	1
	MRCMPU Ltd, Kasargod Dairy		5 days, 08-04-2019 to 12-04-2019	5
	Amruth Pickles, Palakkad		20 days, 16-04-2019 to 06-05-2019	13
	ERCMPU Ltd, Ernakulam Dairy		10 days, 02-04-2019 to 12-04-2019	3
	Vazhakulam Agro Fruit Processing Co. Ltd., Muvattupuzha		20 days, 24-04-2019 to 13-05-2019	10
	Kottayam Dairy		10 days, 03-04-2019 to 13-04-2019	5
	Travancore Sugars and Chemicals, Valanjavattom		15 days, 30-04-2019 to 16-05-2019	2
	Milma TRCMPU Ltd, Pathanamthitta Dairy		10 days, 18-04-2019 to 29-04-2019	2
	Abad Fisheries Pvt Ltd, Ernakulam		4 days, 03-04-2019 to 06-04-2019	6
	Wyanad Dairy		10 days, 02-04-2019 to 11-04-2019	5
	Nirapara Roller Flour Mills Pvt Ltd, Changanacherry		22 days, 08-04-2019 to 30-04-2019	2
	Milma, Punnapra		10 days, 16-04-2019 to 25-04-2019	2
	Kollam Dairy		8 days, 03-04-2019 to 10-04-2019	4
	Jack and Jerry, Adimaly, Idukki		15 days, 13-04-2019 to 27-04-2019	19
Thomson Bakers, Mannar	15 days, 16-04-2019 to 30-04-2019	3		
Bharath Bee keeping Centre, Thrissur	15 days, 29-03-2019 to 12-04-2019	22		
Travancore Sugars and Chemicals, Valanjavattom	10 days, 08-09-2018 to 17-09-2018	23		

3.5.3 MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year						
Organisation		Date of MoU signed	Purpose and Activities		Number of students/teachers participated under MoUs	
HEDGE (Approved by Govt of Kerala)		1	Placement Training		50	
IIT (Roorkee)		1	Soft Skill Development		65	
CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES						
4.1 Physical Facilities						
4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year						
Budget allocated for infrastructure augmentation			Budget utilized for infrastructure development			
4.1.2 Details of augmentation in infrastructure facilities during the year						
Facilities			Existing		Newly added	
Campus area			6 H 53 Ares 95 Sq.M			
Class rooms			77			
Laboratories			9			
Seminar Halls			5			
Classrooms with LCD facilities			5			
Classrooms with Wi-Fi/ LAN						
Seminar halls with ICT facilities			3			
Video Centre						
No. of important equipments purchased (\geq 1-0 lakh) during the current year.						
Value of the equipment purchased during the year (Rs. in Lakhs)						
Others						
4.2 Library as a Learning Resource						
4.2.1 Library is automated {Integrated Library Management System -ILMS }						
Name of the ILMS software		Nature of automation (fully or partially)		Version		Year of automation
KOHA		Fully		17.05		Converted to KOHA 2017
4.2.1 Library Services:						
	Existing		Newly added		To tal	
	No.	Value	No.	Value	No.	Value
Text Books	81797		1000		82797	
Reference Books	7218		92		7310	
e-Books	10000 DELNET & N- LIST					
Journals	20					
e-Journals	DELNET & N- LIST					

Digital Database	DELNET & N-LIST						
CD & Video	90						
Library automation	Automated						
Weeding(Hard & Soft)							
Others (specify)	DELNET & N-LIST	16500				DELNET & N-LIST	16500

4.3 IT Infrastructure

4.3.1 Technology Upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available band width (MGBPS)	Others
Existing	92	34	Yes	12	15	16	15		
Added									
Total	92								

4.3.2 Bandwidth available of internet connection in the Institution (Leased line)

10 MBPS /GBPS 10 MBPS

4.3.3 Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
-----	---

4.3.4 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the teacher	Name of the module	Platform on which module is developed	Date of launching e - content
---	---	---	---

4.4 Maintenance of Campus Infrastructure

4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
---	---	---	---

4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (*maximum 500 words*) (information to be available in institutional Website, provide link)

BLOCK 2F: FINANCIAL INFORMATION

(During Financial year 2018 - 2019)

INCOME				EXPENDITURE			
S. No.	Items	Amount converted in thousands	Amount in absolute Rupees	S. No.	Items	Amount converted in thousands in thousands	Amount in absolute Rupees
1	Grants Received from			1	Salary, Allowances & Retirement Benefits	116,422.547	116,422,547
(i)	University Grants Commission	2,977.386	2,977,386	2	Buildings (Construction and Maintenance)	0	0
(ii)	Distance Education Council	0	0	3	Library & Laboratory	387422	387422
(iii)	Other Central Government Departments	3,500	3,500,000	4	Research Activities	0	0
2	Grants Received from State Government	116,422.547	116,422,547	5	Scholarships	213.25	213,250
3	Grants Received from University	0	0	6	Other Expenses	750	750,000
4	Grants Received from Local Bodies	0	0	7	Total	117773219	117773219
5	Donations	0	0				
6	Tuition Fee	783.998	783,998				
7	Other Fees	588.364	588,364				
8	Interests	242.278	242,278				
9	Sale of Application Form	51.75	51,750				
10	Other Income	750	750,000				
11	Total	125,316.323	125,316,323				

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 Student Support

5.1.1 Scholarships and Financial Support

	Name /Title of the scheme	Number of students	Amount in Rupees
Financial support from institution	Higher Education Scholarship (Kerala State)	4	346000
	State Merit Scholarship (Kerala State)	3	4250
	Suvarna Jubilee Scholarship (Kerala State)	18	180000
	District Merit (Kerala State)	1	10000
	Blind Scholarship	1	4000
Financial support from other sources			
a) National			
	Central Sector Scholarship	14	140000
	Post Metric Scholarship for Disabilities	2	19000
	Post Metric Scholarship Minorities	7	21000
b) International			

5.1.2 Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,					
Name of the capability enhancement scheme		Date of implementation		Number of students enrolled	Agencies involved
Soft skill development		18 th June 2018		65	Cognizance- IIT Roorkee
Communication Skill Development		June 2018		97	College
Mentoring		4 th June 2018		2393	College
Yoga		21 st June 2018		250	College
Remedial Coaching		June 2018		2393	College
5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year					
Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
2019	TCR	50			4
5.1.4 Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year					
Total grievances received		No. of grievances redressed		Average number of days for grievance redressal	
15		15		3	
5.2 Student Progression					
5.2.1 Details of campus placement during the year					
On campus			Off Campus		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
Goan Institute of Communicative English. Kochi, Kerala 682024	50	32			
5.2.2 Student progression to higher education in percentage during the year					
Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
2019	50	---	---	--	--

5.2.3 Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	No. of Students selected/ qualifying	Registration number/roll number for the exam
NET	10	--
SET		--
SLET		
GATE		
GMAT		
CAT		
GRE		
TOFEL		
Civil Services		
State Government Services		
Any Other		

5.2.4 Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Participants
Light Music	College Level	6
Classical Music Vocal	College Level	3
Percussion	College Level	3
Western Vocal Solo	College Level	3
Group Song Indian	College Level	2 team
Bharata Natyam (Male& Female)	College Level	5
Mohiniyattam	College Level	1
Oppana	College Level	2 team
Kuchipudi	College Level	3
Keralanatanam	College Level	3
Elocution (Malayalam)	College Level	3
Elocution (English)	College Level	3
Elocution (Hindi)	College Level	3
Essay Writing- English	College Level	3
Essay Writing- Malayalam	College Level	3
Essay Writing- Hindi	College Level	3
Short Story Writing English	College Level	3

Short Story Writing Malayalam	College Level	3
Short Story Writing Hindi	College Level	3
Versification - English	College Level	3
Versification - Malayalam	College Level	3
Versification - Hindi	College Level	3
Recitation-English	College Level	3
Recitation-Malayalam	College Level	3
Recitation-Hindi	College Level	3
Film Review	College Level	3
Kadaprasangam	College Level	2
Monoact	College Level	3
Mime	College Level	3
Skit	College Level	1
Mimicry	College Level	3
Collage	College Level	3
Poster Designing	College Level	3
Spot Painting	College Level	3
Clay modelling	College Level	1
Cartooning	College Level	3
Photography	College Level	2
Pencil Drawing	College Level	3
Thiruvathirakali	College Level	2
MG University Youth Festival 2019 Alathalam		
Activity	Level	Participants
Light Music	A Grade	Priyanka Sreekumar .2DC Maths

Classical Music Vocal	A Grade	Gayathri S 2DC Zoology
Percussion- Eastern	A Grade	Aravind P R II BCom
Western Vocal Solo	A Grade	Milan Mathew IDC Hindi
Light Music		Ananthu t Reji IMA Malayalam
Bharata Natyam (Male & Female)	A Grade A Grade	Sunith S Babu IDC Zoology Gowri Gopan 2DC Food Science
Mohiniyattam	A Grade	Arya Santhosh 2DC Physics
Oppana	2 nd Place	1 team(11)
Keralanatanam	A Grade	Arya Santhosh 2DC Physics
Elocution (Malayalam)	A Grade	Rosin Joseph 2 B Com
Malayalam Kathaprasangam	A Grade	Anandhu T Reji IMA Malayalam
Malayalam Kathaprasangam	A Grade	Alaka R Thampi IIDC Economics
Folk Dance	A Grade	Anagha Unni IIDC Chemistry
Essay Writing- Hindi	A Grade	Mariaama Biju I MA Hindi
Short Story Writing Hindi	A Grade	Veena Vasanth II M A Hindi
Versification - Malayalam	A Grade	Sreya Sreekumar IIDC Malayalam
Film Review	A Grade	Sreya Sreekumar IIDC Malayalam

5.3 Student Participation and Activities

5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student

5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Students' Union of the college works for the benefit of the students throughout the year and pursues several activities within and outside the college campus.

5.3 Alumni Engagement

5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words): No

5.3.2 No. of registered enrolled Alumni: 300
5.3.3 Alumni contribution during the year (in Rupees) : ...

5.3.4 Meetings/activities organized by Alumni Association : ...
CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT
6. 1 Institutional Vision and Leadership
6. 1. 1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)
Student Management Software - To track student attendance, profile , status.
6.1.2 Does the institution have a Management Information System (MIS)? Yes
6.2 Strategy Development and Deployment
6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):
<p>❖ Curriculum Development NSS Hindu College is affiliated to Mahatma Gandhi University, Kerala and follows the syllabi prescribed by the University yet it participates in the curriculum development. The College has initiated the Learning Outcome Based Curriculum Framework at undergraduate and Post Graduate level to specify what graduates completing after specific program of study are expected to know and be able to do at the end of their study. In this regard, Mahatma Gandhi University had initiated revision of the Under-Graduate Curriculum in the light of UGC’s Learning Outcome-Based Curriculum Framework (UGC-LOCF). Majority of faculty teaching in the college has been associated with the revision of syllabus as a working group member for their respective papers in subject specific committees.</p>
<p>❖ Teaching and Learning</p> <ul style="list-style-type: none"> ➤ Departments organise special talks, workshops, seminars and conferences regularly. This helps not just them but also exposes students to the best minds in the field ➤ Faculty are encouraged to participate in faculty development programmes, seminars and conferences to keep themselves abreast with current research in their respective fields. ➤ Faculty encouraged to participate in Faculty Development programmes. ➤ The main objective of short term course in the college was to augment the undergraduate course curriculum, to empower student to meet challenges after graduating from college and to enhance the soft skills of the students ➤ Various departments and Training & Placement Cell have been working towards augmenting institute-industry interface by organizing various seminars, workshops, invited talks, institute - industry interactions, etc
<p>❖ Examination and Evaluation</p> <ul style="list-style-type: none"> ➤ The End semester exams are conducted by the University but held in the college. ➤ The examination committee has reinforced norms for the conduct of the examinations and made all faculty aware of these norms before the commencement of the exams ➤ Preference of faculty regarding dates of invigilation duties is taken and factored in while preparing the duty chart ➤ Duty chart of invigilation duty is prepared and circulated much in advance to ensure presence of faculty during exams. ➤ Departments have also taken steps to streamline internal exams. ➤ Continuous and Comprehensive Evaluations were undertaken through class tests, assignment and projects ➤ Those students who did not perform well in the assignment were counseled individually and when required, weaker students were given more chances to improve their scores

<ul style="list-style-type: none"> ➤ This led to an improved outcome as there was no/lesser performance anxiety. ➤ Students involved in co-curricular and sports activities who missed the first test could appear in the second/ third round
<p>❖ Research and Development</p> <ul style="list-style-type: none"> ➤ Workshops, Seminars & Conferences: Every year, all departments of the College proactively organise seminars and conferences in order to expose students to evolving areas of research and engage them with experts in the field. Furthermore, special sessions on paper presentations by students encourages research ➤ Special Lectures: Likewise, Special Lectures and talks by renowned academicians, researchers and experts broadens their horizons and strengthens their understanding of the subject
<p>❖ Library, ICT and Physical Infrastructure / Instrumentation</p> <ul style="list-style-type: none"> ➤ Library, ICT and Physical Infrastructure is upgraded periodically based on the recommendations of the Library Committee.
<p>❖ Human Resource Management</p> <p>The governing council of this college constantly monitors its progress. Principal has regular meetings with heads of Dept, faculty and admin staff to take stock of the institution functioning. The IQAC initiates, observes and documents the action plans for quality formations and objectives enhancement and implementation. Interactive meetings are conducted with all stakeholders. Mentors monitor and document student's progress from admission to passing out. The Management is alert to the changing academic and administrative patterns across the world.</p> <ul style="list-style-type: none"> ➤ Regular upgradation of Non-Teaching Faculty via participation in Workshops. ➤ Participation of Faculty in Conferences, Seminars and Workshops. ➤ Skill enhancement of students through Short Term Courses
<p>❖ Industry Interaction / Collaboration</p> <p>The Training and Placement Cell has facilitated trainings for over 300 students and Placements & Internships for over 100 students.</p>
<p>❖ Admission of Students</p> <p>The admission process is strictly on the basis of merit and in adherence to the norms stipulated by Mahatma Gandhi University and the state governments. The criteria of selection under CAP are the same for both the UG and PG courses offered by the college. On the basis of the marks at the higher secondary level, admission to the UG courses is done through the centralized admission process. Admission to the PG process is done through the CSS allotment and marks of the UG level are taken in to consideration for admission in to same. The college through its admission committee ensures that the principles inclusiveness and equality are followed in the admission process by making admissions open the students belonging to diverse categories.</p>
<p>6.2.2 : Implementation of e-governance in areas of operations:</p>
<p>❖ Planning and Development</p> <p>❖ Administration</p> <p>NSS HC NET ERP</p> <p>The college has implemented NSS HC NET ERP for effective academic management and administration which comprises of</p> <ol style="list-style-type: none"> a) Admission Management System. b) Student Information System. c) Attendance System. d) Internal Examination System. e) Time Table System. f) Student Progression System. g) SMS provider Management System. <p>Management information system through College Website, College Calendar, Circulars, Electronic announcement system, display of notices, by holding staff/ governing body/students/parents /alumni meetings, SMS service and E-mail.</p> <p>E-Scholarships- Government of Kerala provides a number of scholarships for students who are domiciled in Kerala. The eligibility conditions are</p>

majorly based on a student's current academic qualification and financial need. Irrespective of the category, class or background to which he/she belongs, he/she can find a suitable scholarship to fund for further education. All transactions of scholarships in the institutions are made online and the scholarship amount is directly transferred to the beneficiary's account.

Library Management Software :

LIBRARY

A. The fully automated college library is functioning under the charge of the Librarian.

B. Different sections of the Library

1)General Section 2) Reference Section

3)Periodicals Section 4) Digital Section

5)Reprographic Section 6) Circulation Section

C. The College has Institutional Membership of DELNET and N-LIST

D. Technical organization of Library collection

E. The College has been implemented open source Hybrid Solution of KOHA – (LMS) with CampusNET ERP Library e-Gate (Attendance), Library Information KIOSK (Touch Screen) and CampusNET ERP Digital Library.

a. Campus NET ERP Library e-Gate

The e-gate helps to record the entry and exit of the members in the library. It will give detailed reports to plan for the better usage of the library by the members.

b. Campus NET ERP Library Information KIOSK

The entire Library related information can be availed through this touch screen unit. Book search, journal, periodicals, CD collections, bound journals, renewal or reservation of issued books, etc..are integrated with this KIOSK machine. Security checking with smart card is integrated with the unit. Library Information KIOSK machine displays the top ten library used/issued books with cover page and members with photo, name and count of books taken. KIOSK machine displays the new arrival list while the machine is not in use.

c. Campus NET ERP Digital Library

Huge data base can be accessed from the college intranet in a digital form Information from the main server is available in all the departments of the college in different digital format such as pdf, doc, html, images, video and many more. These documents can be accessed under the seven major areas :- e-Books, College Library, Google Books, Multimedia Library, Teachers Collection and CD Collections.

❖ Finance and Accounts – SPARK

❖ Student Admission and Support – Centralised Admission Process (UG), CSS (PG) Mahatma Gandhi University

❖ Examination – Student Management Software for continuous assessment.

6.3 Faculty Empowerment Strategies

6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
-	-	-	-	-

6.3.2 Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)

6.3.3 No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	Date and Duration (from – to)
Short term course on Gender Sensitization JNU, New Delhi	Parvathy N.S	17-12-2018 to 21-12-2018
Short term course on Climate Change, HRDC, Kannur University	Parvathy N.S	13/12/2019 to 19/12/2019
Refresher Course UGC HRDC, University of Calicut	Soumya.S	15-02-2019 to 07-03-2019
Refresher Course Jadavpur University , Kolkata	Dr.Vinayakan	02/01/2018–24/01/2018,
Orientation programme HRDC University of Kerala	Dr. Saumya S Pillai	20.06.2018- 17.07.2018
Orientation Course University of Kerala	Dr. Dhanya S	27/02/2019 to 26/03/2019
Refresher course in Commerce and Management, University of Kerala	Deepthy L	27/07/2018—16/08/2018
Refresher course on Research, Mahatma Gandhi University Kottayam	Dr.Sheeba .V.T	3-12-2018 to 17-12-2018
Faculty Development Programme Mahatma Gandhi University Kottayam	Parvathy S	16-08-2016 to 16-8-2018
Summer School in Social Science,Maulana Azad National Urdu University,Hyderabad	Dr. Sandeep T.	01.03.2019- 21.03.2019
Orientation Programme, University of Kerala	Dr. Saritha Viswanathan	13/06/2019 to 3/07/2019
Orientation Programme, UGC HRDC University of Kerala	Sreeja S.B	27-02-19 to 26-03-19
Refresher course, Science Academy held at BCM College Kottayam	Dr Sreelatha K	1/12/2018 to 15/12/2018
Refresher Course Bharathidasan University,Tiruchirappalli, Tamil Nadu	Dr. Prabha Pillai	19-06-2018 to 09-07-2018

6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment):

Teaching		Non-teaching	
Permanent	Fulltime	Permanent	Fulltime/temporary
—	—	—	—

6.3.5 Welfare schemes for				
Teaching		—		
Non teaching		—		
Students		Yes		
6.4 Financial Management and Resource Mobilization				
6.4.1 Institution conducts internal and external financial audits regularly (with in 100 words each)				
6.4.2 Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)				
Name of the non government funding agencies/ individuals		Funds/ Grants received in Rs.		Purpose
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6.4.2 Total corpus fund generated				
6.5 Internal Quality Assurance System				
6.5.1 Whether Academic and Administrative Audit (AAA) has been done?				
Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes		yes	Management
Administrative	Yes		yes	Management
6.5.2 Activities and support from the Parent – Teacher Association (at least three)				
We have Open Day programme in which an inter action with parent and teachers with regard to the progress of students and also Answer scripts are viewed by parents. Parent teacher meetings are conducted every semester. Class teachers and mentors keep constant track of absentees and their attendance to identify possible dropouts and find out the reasons for irregularity.				
6.5.3 Development programmes for support staff (at least three) Two Day Workshop for Administrative Staff of Aided Colleges, Kerala				
6.5.4 Post Accreditation initiative(s) (mention at least three) a) Upgrading PG Departments into Research Centers b) Strengthening of Placement Training c) Extension Activities for community orientation.				
6.5.5 a. Submission of Data for AISHE portal : Yes b. Participation in NIRF : Yes c. ISO Certification : No d. NBA or any other quality audit :No				
6.5.6 Number of Quality Initiatives undertaken during the year				
Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (fromto...)	Number of participants
2019	Two Day Workshop for Administrative Staff of Aided Colleges, Kerala	23 & 24 May 2018	2 Days	92

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**7.1 - Institutional Values and Social Responsibilities**

7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Rights from its inception the college promotes gender equality. Girls and Boys actively participated in all activities of the college.

Title of the programme	Period (from-to)	Participants	
		Female	Male
Light Music	2018 -19	Priyanka Sreekumar 2DC Maths	
Classical Music Vocal	2018 -19	Gayathri S 2DC Zoology	
Percussion- Eastern	2018 -19		Aravind P R II BCom
Western Vocal Solo	2018 -19		Milan Mathew IDC Hindi
Light Music	2018 -19		Ananthu t Reji IMA Malayalam
Bharata Natyam (Male & Female)	2018 -19		Sunith S Babu IDC Zoology Gowri Gopan 2DC Food Science
Mohiniyattam	2018 -19	Arya Santhosh 2DC Physics	
Oppana	2018 -19	1 team(11)	
Keralanatanam	2018 -19	Arya Santhosh 2DC Physics	
Elocution (Malayalam)	2018 -19	Rosin Joseph 2 B Com	
Malayalam Kathaprasangam	2018 -19		Anandhu T Reji IMA Malayalam
Malayalam Kathaprasangam	2018 -19	Alaka R Thampi IIDC Economics	
Folk Dance	2018 -19	Anagha Unni IIDC Chemistry	
Essay Writing- Hindi	2018 -19	Mariaama Biju I MA Hindi	
Short Story Writing Hindi	2018 -19	Veena Vasanth II M A Hindi	
Versification - Malayalam	2018 -19	Sreya Sreekumar IIDC Malayalam	
Film Review	2018 -19	Sreya Sreekumar IIDC Malayalam	

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:
Percentage of power requirement of the College met by the renewable energy sources

The College acknowledges and takes responsibility for the environmental impact of its activities behavior on the natural environment. The College complies with all environmental legislation. It works to increase awareness of environmental responsibility amongst its fellows, students and staff. It pledge to maintain all buildings and ground in an environmentally conscious manner for the benefit of all present and future college members and visitors. Implementation of LED bulbs at the campus, Eco watch activities initiation at the campus and surrounding areas, Green environment initiation.

7.1.3 Differently abled (Divyangjan) friendliness						
Items Facilities			Yes/No		No. of Beneficiaries	
Physical facilities			Yes			
Provision for lift			No			
Ramp/ Rails			Yes			
Braille Software/facilities			Yes			
Rest Rooms			Yes			
Scribes for examination			Yes			
Special skill development for differently abled students			Yes			
Any other similar facility						
7.1.4 Inclusion and Situatedness						
Enlist most important initiatives taken to address locational advantages and disadvantages during the year						
Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
--	--	--	--	--	--	--
7.1.5 Human Values and Professional Ethics						
Code of conduct (handbooks) for various stakeholders						
Title		Date of Publication		Follow up (maximum 100 words each)		
College Calendar		June 2018		Web Site, E-mail, SMS		
7.1.6 Activities conducted for promotion of universal Values and Ethics						
Activity		Duration (from-----to -----)			Number of participants	
Swachh Bharat - NSS & NCC					123	
7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)						
Go green initiative, Eco friendly products usage, Plastic Free Campus, Bio-gas plant, Rainwater harvesting.						
7.2 Best Practices						
<p>Describe at least two institutional best practices</p> <p>Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link</p> <p>Students of the marginalized sections are provided incentives in the form of scholarships given by the government, fee concessions and financial support from the institution. Some of the programmes that have been organized by the college to develop social responsibilities and citizenship roles among the students are periodic blood donation camps, tree distribution for plantation, flood relief camp, classes on environment awareness, health and sanitation campaign, visit to destitute and orphanage homes etc. The student council help encourage student participation in all the academic, co-curricular and extra curricular activities. The institutions organizes merit day every year where awards are given to meritorious students in order to felicitate them for their sincere hard work. The college organize smile campaign, dental checkup and medical treatment for the community every year. The college also organize national and international seminars / workshops every year.</p>						

7.3 Institutional Distinctiveness

Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust
Provide the weblink of the institution in not more than 500 words

Collaboration with IIT

8. Future Plans of action for next academic year (500 words)

- Adoption / implementation of energy saving projects
- Upgrade P G Departments- Physics, Politics and English as research centres of Mahatma Gandhi University ,Kerala
- Upgrade Library Resources
- Apply for P G course in Food Science and Quality Control and Botany

Name : *Dr. Anilkumar S.*

Name : *Dr. Sujatha S.*



Dr. ANIL KUMAR.S
HOD & Associate Professor
Dept of Chemistry
NSS Hindu College, Perunna
Changanacherry-686102

Signature of the Coordinator, IQAC



Principal
N.S.S. Hindu College
Changanacherry

Signature of the Chairperson, IQAC



Abbreviations:

CAS	-	Career Advancement Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution

For Communication with NAAC

The Director

National Assessment and Accreditation Council (NAAC)

(An Autonomous Institution of the University Grants Commission)

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