The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

AQAR for the year *(for example 2013-14)* | 2012-13

1. Details of the Institution

1.1 Name of the Institution | N.S.S.COLLEGE, NEMMARA

1.2 Address Line 1 | NEMMARA COLLEGE P.O

Address Line 2 | PALAKKAD DISTRICT

City/Town | PALAKKAD

State | KERALA

Pin Code | 678508

Institution e-mail address | nsscollegenemmara@gmail.com

Contact Nos. | 04923-244265

Name of the Head of the Institution: | DR.P.R.GEETHA

Tel. No. with STD Code: | 04923-243265

Mobile: | 09447587206

Name of the IQAC Co-ordinator: | Prof V. DEVIDASAN |

Mobile: | 9446638408 |

IQAC e-mail address: | nsscollegenemmara@gmail.com |

1.3 NAAC Track ID
      (For ex. MHCOGN 18879)

OR

1.4 NAAC Executive Committee No. & Date: | EC41/21 DATED 10-02-2007 |
      (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: | www.nssnemmara.ac.in |

      Web-link of the AQAR: (For ex. http://www. ladykeanecollege.edu.in/AQAR2012-13.doc) | nssnemmara.ac.in/ugc/aqar |

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B+	77.25	2007	5 YEARS
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC :   DD/MM/YYYY | 31-03-2007 |

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

   i.   AQAR   2008-09   ON   30-01-2011 (A1/1196/11)
   ii. AQAR   2009-10   ON   30-01-2011 (A1/1196/11)
   iii. AQAR   2010-11   ON   31-03-2011 (A1/1435/11)

1.9 Institutional Status

   University   State [√] Central [ ] Deemed [ ] Private [ ]

Affiliated College   - Yes

Constituent College   - No

Autonomous college of UGC   - No

Regulatory Agency approved Institution   - No
 (eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution   - Co-education   -   Rural

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

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

1.10 Type of Faculty/Programme

   Arts [√]   Science [√]   Commerce [√]   Law [ ]   PEI (Phys Edu) [ ]

   TEI (Edu) [ ]   Engineering [ ]   Health Science [ ]   Management [√]

   Others   (Specify)   [NIL]

1.11 Name of the Affiliating University *(for the Colleges)*   [UNIVERSITY OF CALICUT]

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

   Autonomy by State/Central Govt. / University   [NA]

   University with Potential for Excellence   [Nil]   UGC-CPE   [Nil]

   DST Star Scheme   [Nil]   UGC-CE   [Nil]

   UGC-Special Assistance Programme   [Nil]   DST-FIST   [Nil]

   UGC-Innovative PG programmes   [Nil]   Any other (*Specify*) [Nil]

UGC-COP Programmes   Nil

2. IQAC Composition and Activities

2.1 No. of Teachers   11

2.2 No. of Administrative/Technical staff   1

2.3 No. of students   1

2.4 No. of Management representatives   1

2.5 No. of Alumni   1

2. 6 No. of any other stakeholder and
     community representatives   1

2.7 No. of Employers/ Industrialists   1

2.8 No. of other External Experts   1

2.9 Total No. of members   18

2.10 No. of IQAC meetings held   3

2.11 No. of meetings with various stakeholders: 1   Faculty   2

     Non-Teaching Staff Students   2   Alumni   1   Others

2.12 Has IQAC received any funding from UGC during the year?   -

     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 No.   International   National   State   Institution Level   3

     (ii) Themes   Environmental awareness programme for the students
                    Orientation programme for faculty members
                    Orientation programme for the first year degree students

2.14 Significant Activities and contributions made by IQAC

- Feed back data collected from the students analysed and intimated to concerned departments.
- Strict evaluation of the academic performance was undertaken and efforts were made to improve the levels through remedial coaching.
- Orientation to newly joined teaching staff.
- Induction program for the first year degree students
- Support to various departments for organizing seminars

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 *

Plan of Action	Achievements
- Orientation programme for the first year students - Charting of an academic calendar and schedule for common Internal examinations - Monitoring of the remedial coaching by Academic audit cell - Proposal to organize an environmental awareness programme - Orientation programme for the newly joined Faculty members	- Students were introduced into the salient features of the semester system - Enabled the students to face the final examinations with confidence - Due support could be extended to academically weak students - Message for the need of environmental protection and water management imparted to student community - New research projects were sanctioned with funding from UGC. National seminars were organised by various departments

Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body   - Yes

Management [√]   Syndicate [   ]   Any other body [College Council]

Provide the details of the action taken

Discussed and approved by the IQAC, College Council and Management

<p style="text-align:center;">Part – B</p>

Criterion – I

1. 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	2			
UG	11			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	13			

Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	No: of Programmes
Semester	All the programmes are in this pattern
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

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

Regular revision and updation of syllabi as proposed and approved by the University of Calicut. No syllabus revisal during the current academic year.

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

Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of
permanent   faculty

Total	Asst. Professors	Associate Professors	Professors	Others
49	31	18		

2.2 No: of permanent faculty with Ph.D

8

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
10	7								

.4 No. of Guest and Visiting faculty and Temporary faculty

11

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	2	23	-
Presented papers	7	10	-
Resource Persons			

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

- Efficient utilization of the digital facilities.
- Initiatives like remedial teaching to support weak students
- Setting up of new Language Lab

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

180

2.8   Examination/ Evaluation Reforms initiated by

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

As per University Regulations

2.9   No. of faculty members involved in curriculum restructuring/

BOS-2

revision/syllabus development as member of Board of Study/
Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students   94

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Com	55	22	58	9	2	91
BBA	29	17	55	11	7	90
B.A Economics	40	-	75	15	5	95
B.A English	23	-	52	30	9	91
B.A History	33	21	58	12	-	91
B.Sc. Botany	24	25	42	17	8	92
B.Sc. Chemistry	23	14	39	4	-	57
B.Sc Instrumentation	23	17	43	40	-	100
B.Sc. Mathematics	33	36	36	-	-	72
B.Sc. Physics	19	58	16	-	-	74
B.Sc Zoology	20	28	66	6	-	100
M.Sc. Mathematics	7	-	57	14	-	71
M.Com	12	17	83	-	-	100

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

   Strict maintenance of attendance is ensured with the co-operation of discipline committee and academic audit cell. Maximum utilisation of the digital facilities is encouraged. Students are given internet access through the common computer lab and also through departments in cases of necessity. Systematic learning and continuous evaluation is achieved through regular class tests. Two common internal examinations are conducted per semester and the internal marks are published. IQAC ensures that the parents are kept informed of the progress of their wards through regular PTA meetings. Special care to weak students is rendered through remedial coaching with financial assistance from UGC. The feedback from students is analysed for evaluating the performance of faculty members and the information was used for the improvement of results. Due importance is given to the updation of knowledge through seminars/ workshops organised at regular intervals.

2.13 Initiatives undertaken towards faculty development   -

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	
UGC – Faculty Improvement Programme	1
HRD programmes	
Orientation programmes	5
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others	1

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	19	10		1
Technical Staff	-	1		-

Criterion – III

3. Research, Consultancy and Extension

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

- Newly recruited teachers were encouraged to take-up new projects.
- Monitored the activities of research committee.
- Support to faculty members in completion of project works and submission of utilization certificates
- Guidance and help extended to departments for conducting national seminars
- Research Committee with the help of IQAC conducted a one Day Seminar on Genetically Modified Crops

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	2		
Outlay in Rs. Lakhs	3.3	18		

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	7	5		
Outlay in Rs. Lakhs	9.1	4.35		

3.4   Details on research publications

	International	National	Others
Peer Review Journals	4	7	
Non-Peer Review Journals		2	
e-Journals			
Conference proceedings	2	1	

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	2010-13	UGC	3,39,000/-	
	2011-14	UGC	5,04,500/-	
	2012-15	KSCSTE	13,00,000/-	
Minor Projects	18 months	UGC	13,45,000/-	
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects *(other than compulsory by the University)*				
Any other(Specify)				
Total				

3.7 No. of books published

        i) With ISBN No. [   ]   Chapters in Edited Books [   ]

        ii) Without ISBN No. [1   ]

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 | 750/- |

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number			1		
Sponsoring agency			KSCSTE		

3.12 No. of faculty served as experts, chairpersons or resource persons | 6 |

3.13 No. of collaborations   International [ ]   National [ ]   Any other | 1 |

3.14 No. of linkages created during this year [ ]

3.15 Total budget for research for current year in lakhs :

From funding agency [ ]   From Management of University/College [ ]

Total [ ]

3.16 No. of patents received this year

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

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
-	-	-	-	-	-	-

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

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

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

JRF [   ]   SRF [   ]   Project Fellows [1]   Any other [   ]

3.21 No. of students Participated in NSS events:

University level [100]   State level [   ]

National level [   ]   International level [   ]

3.22 No. of students participated in NCC events:

University level [   ]   State level [   ]

National level [2]   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 [13]

NCC [2]   NSS [10]   Any other [31]

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

Campaign against drug usage was given prime importance in the N.S.S activities.
Awareness classes were conducted under the auspices of N.S.S in more than 30 educational

instituions in Alathur and Chittur taluk. Rallies organised in the Palakkad town gained public attention. Conscious efforts were made by the N.S.S unit for arousing public concern about road safety measures. Blood donation campaign and a free cataract operation camp was arranged by the N.S.S unit during the academic year. Women empowerment was given due emphasis in the activities of N.S.S and free karate training was given to girl students. Cyber crime. The World Environment day and Ozone Day are observed by the college under the leadership of N.S.S and nature club by planting trees and creating alertness among students for minimising plastic wastes. Due support was given to N.S.S and N.C.C by the college and entire students participated in the clean campus mission through the Compulsory Social Service (CSS) Scheme enforced by the University. N.C.C plays a major role in maintaining an atmosphere of discipline in the campus. N.C.C cadets attended the Ceremonial Independence parade at Kottamaithanam, Palakkad. Cadets also attended various National and State level Camps. Flag Day was observed on December 7th in commemoration of the Jawans who lost their lives in war. Republic Day was also celebrated with a spirit of nationality. A series of career orientation programmes and personality development classes were arranged by the career guidance and counselling cell for the general benefit of the student community. Placement cell took initiative in arranging recruitment sessions for the final year students and above 40 students got campus placement. Essay, photography and painting competitions were arranged during different occasions for fostering the inborn talents in students. College Union actively undertook the endeavour of helping the poor and needy by visiting old age homes and orphanages with a supply of food and dress materials. Arts day organised with the intention of evoking the talents in the students was a great success and the students actively participated in various items with high spirit and enthusiasm.

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	38 Acres			
Class rooms	35			
Laboratories	6			
Seminar Halls	1	-		
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

> Interaction of the office with the University and Government offices have been completely digitalised.

4.3   Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	34410		183	59,285/-		
Reference Books			18	13,231/-		
e-Books						
Journals						
e-Journals						
Digital Database						
CD & Video						
Others (specify)			55	5,033/-		

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	67	2	-	-	-	yes	12	
Added	-	-	-	-	-	-	-	
Total	67	2	-	-	-		12	

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

Students are given internet access through the computer lab and library.
Departments are also provided with internet facility

4.6 Amount spent on maintenance in lakhs :

   i) ICT   -

   ii) Campus Infrastructure and facilities   -

   iii) Equipments   2.46

   iv) Others

   Total :   2.46

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Ensures the organization of orientation and personality development classes by Career guidance and Counselling cell.
- Orientation programme offered to first year UG students to enable their easy incorporation into the semester system
- The participation of students in N.C.C, N.S.S and Extra-curricular activities is encouraged.
- Monitoring of the remedial coaching classes with co-operation from academic Audit Cell.
- Strict scrutiny of the academic and extra-curricular activities
- Tutorial system is made use of in addressing the problems of students and maintaining a close monitoring of their overall development

5.2 Efforts made by the institution for tracking the progression

Interactions with alumni and different stake holders are made use of in improving the standards and achieving the advocated vision.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1113	48		

(b) No. of students outside the state

1

(c) No. of international students

NIL

Men

No	%
316	27

Women —

No	%
845	73

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
473	246	5	398	-	1122	559	228	4	370	-	1161

Demand ratio –!:25 (varies from Department to Department)   Dropout % - 1.4

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

Frequent career orientation and personality development programmes facilitate the students in securing placements and clearing competitive examinations. Motivational classes by experts enables the students to overcome their inhibitions and excel in their areas of interest. Remedial coaching enables the academically weak students to improve their levels.

110

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET		SET/SLET		GATE		CAT	4
IAS/IPS etc		State PSC	14	UPSC	3	Others	67

5.6 Details of student counselling and career guidance

> ➢ Career guidance programs including personality development training and soft skill development programs are arranged focusing the final year students.
> ➢ Guidance for competitive examinations are provided by the concerned Departments when required

No. of students benefitted   140

5.7 Details of campus placement -

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
4	132	21	18

5.8 Details of gender sensitization programmes

Ladies club takes extra care to promote women empowerment. Stitching classes are provided to girls during free time. Steps are adopted to create Health and sanitation awareness among the students. Legal awareness programmes are also arranged with the aim of creating a feeling of self-esteem and security in girls.

5.9 Students Activities

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

State/ University level 30   National level 1   International level

No. of students participated in cultural events
State/ University level 21   National level   International level

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

Sports:
State/ University level [6]   National level [ ]   International level [ ]

Cultural:
State/ University level [13]   National level [ ]   International level [ ]

5.10 Scholarships and Financial Support

	Number of students	Amount in Rs
Financial support from institution	13	13,000/-
Financial support from government	862	18,10,156/-
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 [ ]

5.13   Major grievances of students (if any) redressed: NIL

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION OF THE COLLEGE

"Empowerment through Uncompromising Quality Education" is the vision of our institution. The prime endeavour of the institution is the empowerment of society, especially the socially and economically backward community of the area through knowledge and to equip it to face the challenges and needs of emerging world.

MISSION OF THE COLLEGE:

The College has a peaceful rural locale which provides an optimal environment to enable achievement of the set forth vision and mission. The major ones include

- To give major thrust on uplifting educationally and socially backward sections of the society.
- To appreciate and respect all faiths, foster self and community development and promote religious harmony leading to national integration.
- To cater to the educational needs of the neighbouring community and to liberate them from the clutches of ignorance.

6.2 Does the Institution has a management Information System

> Yes

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

6.3.1 Curriculum Development

> Curriculum is developed and approved by the respective bodies of the University; suggestions are given by members of board of studies and faculty. Many of our faculty members are serving as members of different Board of studies and are directly involved in curriculum designing.

6.3.2 Teaching and Learning

> College seminar hall is provided with the latest audio-visual systems including DLP projector. The facility is brought to full usage by the faculty members. Syllabus oriented Seminars and Workshops are conducted enabling the interaction of the students with eminent resource persons. P.G students are encouraged to participate in the seminars organised in the near-by colleges so as to widen their horizon. P.G students are also given chances to do their project works in external institutions so as to gain an ample exposure to relevant technologies. Due care is also taken to provide adequate opportunity to the students for their total intellectual and physical development.

6.3.3 Examination and Evaluation

Class tests are conducted by the concerned teachers frequently and the weak students are given extra care. IQAC ensures the conducting of two internal examinations as per the University criteria under the supervision of the Examination Committee and Academic Audit cell. Class PTA meetings are conducted in each semester to update the parents about the progress of their wards. Tutorial system facilitates better teacher-students interaction and provides an opportunity for free mingling. The role of tutor is more of a counsellor than an academician. All these channels the students to face the examinations and life with better confidence.

6.3.4 Research and Development

A Research Committee works in full fledge to create a research ambience in the college. Teachers are encouraged to take up major and minor projects. Scrutiny of the project proposals submitted by faculty members is done by the research committee. Due support is rendered to faculty members in pursuing Ph.D and higher education, participating in seminars and publishing papers. It also ensures the periodical conduct of seminars by various Departments.

6.3.5 Library, ICT and physical infrastructure / instrumentation

In spite of an acute space shortage, the college library has an adequate supply of recent books. New books and journals are added every year. The books are classified and catalogued subject wise. Computer aided catalogue facility is a highlight of the library. In addition to the common library, most of the departments are having their own department libraries which provide students facility to access the books with much ease. Photostat and internet facility is also provided in the library. Establishment of the Language lab has been a new venture undertaken by the college.

6.3.6 Human Resource Management

The Principal with the involvement of college council analyses the existing staff pattern and takes necessary steps for the recruitment of guest personnel as per the requirement. Reconstitution of various committees and clubs are done at the beginning of each academic year to ensure efficient functioning. New recruits are accommodated into the system through in-house training. Various recreation programmes organised by the staff club on various occasions alleviates the strain of a hectic work calendar and preserves a cordial working atmosphere.

6.3.7 Faculty and Staff recruitment

Vacancy positions are intimated to the management in due time. Appointment is done by the management in compliance with the regulations of the University and concurrence of the State Government. Temporary appointment is also done strictly on merit basis after advertising in leading newspapers.

6.3.8   Industry Interaction / Collaboration

A cordial association is sustained with selected industrial firms whereby the students get an opportunity to do their project works. Industrial visit as prescribed in the curriculum by different board of studies makes it inevitable to maintain our link and collaboration with industries. This also helps our students to procure jobs after course completion.

6.3.9   Admission of Students

Admission of students is done strictly on the basis of merit and reservation policies followed by the Government as well as the University. Admission to both U.G and P.G courses was through a single window system operated by University. An admission committee involving the Principal and the Heads of various Departments supervises the smooth admission procedure in the college with active support from the non-teaching staff. The admissions are completed ensuring transparency and giving due consideration to merit.

6.4 Welfare schemes for

Teaching	All Govt. schemes
Non teaching	All Govt. schemes
Students	Scholarships and other schemes implemented by Govt.

6.5 Total corpus fund generated   - 2,67,000/-

6.6 Whether annual financial audit has been done   - Yes

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

Audit Type	External		Internal	
	Yes/No	**Agency**	**Yes/No**	**Authority**
Academic	Yes	Management	Yes	IQAC
Administrative	Yes	Government	Yes	Management

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

For UG Programmes   -   No

For PG Programmes   -   No

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

> Examination is conducted as per the academic calendar of the University at the end of each semester. IQAC and the Academic Audit Cell ensures completion of the syllabus and conduct of internal examinations before the commencement of the final examination

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

> Autonomy is granted by the State Government as per the recommendation of the University and UGC expert Committee.

6.11 Activities and support from the Alumni Association

> Alumni contribute to the infra-structural development of the college. Financial support is rendered to meritorious and economically backward students.

6.12 Activities and support from the Parent – Teacher Association

> PTA is a statutory body with principal as the President and elected member from the parent as Vice-president. General Body meeting is convened on an annual basis. An executive committee with elected members from the staff and parents meets periodically to discuss financial as well as any other matters of timely relevance. PTA plays a key role in the day-to-day activities of the college by closely monitoring the academic and infra-structural requirements and providing timely financial and moral support. PTA is crucial in the smooth running of the college on account of the financial support rendered for the appointment of guest faculty. PTA also provides cash prize to the toppers in the University Examinations and achievements in sports each year.

6.13 Development programmes for support staff   -

> The newly recruited personnel are equipped through in-house training.

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

> College ensures the participation of student community in maintaining the cleanliness of the campus through CCS programme implemented by the University. N.S.S and N.C.C units are quite active in any campus related matters. Students are directed to use non-plastic, eco-friendly materials in college functions and celebrations. Nature club undertakes the planting of new trees in the campus as part of Environment Day and Vanamahotsava celebrations.

Criterion – VII

7. <u>Innovations and Best Practices</u>

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

- Promotion of research activities
- Setting up of Language Lab

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

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- Remedial coaching to academically weak students.
- Career oriented Coaching classes for outgoing students
- Seminars / workshops conducted with the funding from UGC.
- Extension programmes like blood donation and awareness programmes on socially relevant issues

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

- Visiting old age homes and orphanages for helping inmates
- Conducting Blood Donation Camps, Various Awareness Programmes

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7.4 Contribution to environmental awareness / protection

Initiative has been taken in order to make the college campus free of the menace of plastic. Students are directed to use non-plastic, eco-friendly materials in college functions and celebrations. Planting of trees and conservation of existing ones are taken care of by the nature club and N.S.S. Cleaning of the class room and campus premises is made a regular practice. Students are given orientation regarding energy conservation. Zoology and Botany Departments takes initiative to compile the biodiversity of the area as part of student projects.

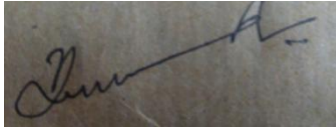7.5 Whether environmental audit was conducted?   - No

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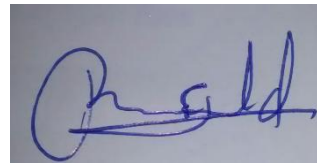

7.8 **Plans of institution for next year**

- To continue the eco-friendly and socially relevant extension programmes.
- To incorporate new innovations in teaching and learning process

Name : V Devidasan   *Name : Dr. G Pramod*

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

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FFEDBACK ANALYSIS AND ACADEMIC CALENDAR ATTACHED
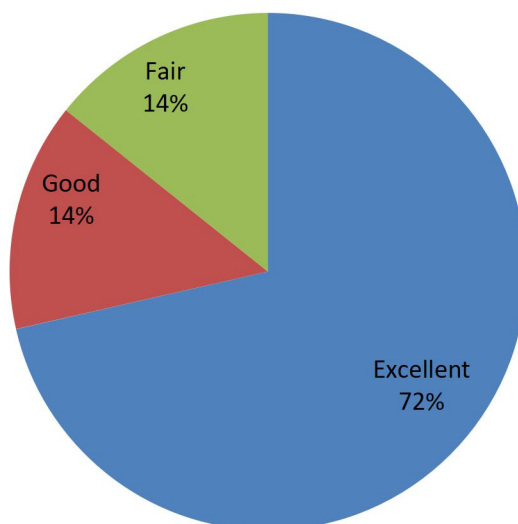
Abbreviations:

CAS	-	Career Advanced 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
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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ANNEXURE I

FEEDBACK ANALYSIS

STUDENT EVALUATION OF TEACHERS 2012- 2013

Fair
14%

Good
14%

Excellent
72%

ANNEXURE II

ACADEMIC CALENDAR

Date	Event
1/6/12	College reopens after mid-summer vacation Third and Fifth semester degree starts.
28/6/12	First semester degree starts.
31/7/12 to 6/8/12	First internal examination for Third and Fifth semester degree students.
14/8/12	Third and Fifth semester First internal examination results.
15/8/12 to 20/8/12	Evaluation of results of Third and Fifth semester degree students by tutors.
22/8/12	First and Third semester PG starts.
23/8/12	Onam celebration
24/8/12	College closes for Onam holidays.
4/9/12	College reopens after Onam vacation
4/9/12 to 11/9/12	First Internal Examination For First Semester Degree Students
14/9/12	First semester First internal examination results.
17/9/12 to20/9/12	Evaluation of results of First semester degree students by tutor.
24/9/12 to 1/10/12	Second Internal examination for Fifth And Third semester Degree Students
3/10/12	Third and Fifth semester Second internal examination results.
4/10/12 to 5/10/12	Class PTA for Third and Fifth semester degree students.
8/10/12 to 15/10/12	Second Internal Examination For First Semester Degree Students.
09/10/12	University examination for Fifth semester degree students starts.
17/10/12	First semester Second internal examination results.
17/10/12	University examination for Third semester degree students starts.
22/10/12 to 25/10/12	Class PTA for First semester degree students
1/11/12	Fourth and Sixth semester degree starts.
15/11/12	University examination for First semester degree students starts
26/11/12	Second semester degree starts.
10/12/12 to 14/12/12	Model Examination For First And Third PG Students.
20/12/12	Christmas celebration
21/12/12 to 31/12/12	Christmas Vacation
01/01/13	College reopens after Christmas vacation
01/01/13 to07/01/13	First internal examination for fourth and Sixth semester degree students.
14/01/13	First Semester PG University Examination starts
14/01/13	Fourth and Sixth semester degree First internal examination results.
15/01/13 to 18/01/13	Evaluation of results of Fourth and Sixth semester degree students by tutors
24/01/13	Second Semester PG Starts
28/01/13	Third Semester PG University Examination starts
28/1/13 to 04/02/13	First internal examination for Second semester degree students
04/02/13	Fourth Semester PG starts
08/02/13	Second semester First internal examination results.

11/02/13 to 14/02/13	Evaluation of results of Second semester degree students by tutor.
25/2/13 to 1/3/13	Second internal examination for fourth and Sixth semester degree students.
04/03/13	Fourth and Sixth semester Second internal examination results
6/3/13 to 11/3/13	Class PTA for Fourth and Sixth semester degree students.
12/3/13 to19/3/13	Second internal examination for Second semester degree students
21/3/14 to 27/3/14	Model exam for Second and Fourth Semester PG Students
21/3/13	Second semester Second internal examination results
25/03/13 to 27/03/13	Class PTA for Second semester degree students.
27/03/13	Academic year closes.