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

1. Details of the Institution

1.1 Name of the Institution

> N.S.S.COLLEGE, NEMMARA

1.2 Address Line 1

> N.S.S.College P.O.

Address Line 2

> State Highway 58,

City/Town

> Nemmara,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.S.VENUGOPAL

Tel. No. with STD Code:

> 04923 243265

Mobile:

> 9447454527

Name of the IQAC Co-ordinator:

DR.T.SREEKUMAR

Mobile:

9495658646

IQAC e-mail address:

nsscollegenemmara@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*

AISHE ID: C-7979

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

EC(SC)/27/A&A/23.2 dated 12.9.2017

1.5 Website address:

nssnemmara.ac.in

Web-link of the AQAR:

nssnemmara.ac.in/iqac /aqar

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B+	77.25	2007	7YEARS
2	2nd Cycle	A	3.07	2017	5YEARS
3	3rd Cycle				
4	4th Cycle				

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

31-03-2007

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

2017-2018

1.9 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 ___nil_____ _____ (DD/MM/YYYY)4

ii. AQAR_____ _____ (DD/MM/YYYY)
iii. AQAR_____ _____ (DD/MM/YYYY)
iv. AQAR_____ _____ (DD/MM/YYYY)

1.10 Institutional Status

University   State ☐ Central ☐ Deemed ☐ Private ☐

Affiliated College   Yes √ No ☐

Constituent College   Yes √ No ☐

Autonomous college of UGC   Yes ☐ No √

Regulatory Agency approved Institution   Yes √ No ☐

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

Type of Institution   Co-education √ Men ☐ Women ☐

Urban ☐ Rural √ Tribal ☐

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

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

1.11 Type of Faculty/Programme

Arts √ Science √ Commerce √ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management √

Others (Specify)   □ NIL

1.12 Name of the Affiliating University *(for the Colleges)*   UNIVERSITY OF CALICUT

1.13 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	NA	UGC-CPE	NA
DST Star Scheme	NA	UGC-CE	NA
UGC-Special Assistance Programme	NA	DST-FIST	NA
UGC-Innovative PG programmes	NA	Any other (*Specify*)	NA
UGC-COP Programmes	NA		

2. IQAC Composition and Activities

2.1 No. of Teachers   10

2.2 No. of Administrative/Technical staff   2

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

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

   Non-Teaching Staff Students   2   Alumni   1   Others   1

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

   If yes, mention the amount   NIL

2.13 Seminars and Conferences (only quality related)

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

Total Nos. [ ] International [ ] National [ ] State [ ] Institution Level [3]

(ii) Themes

Induction Programme for the first year students
NAAC visit related induction Programme for teaching and non-teaching staffs
Computer skill Development programme for non-teaching staff

2.14 Significant Activities and contributions made by IQAC

- The Peer team of NAAC visited the college during the year.
- Departments were requested to submit their action plan for the year which was scrutinized and suggestions given.
- Incorporation of new teaching methodologies in teaching/ learning process given special attention.
- Follow up of the infra structural development activities.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
Insist all departments and staffs to compile all documents related to the activities conducted during the last 5 years.	Reaccredited with A grade having 3.07 CGPA
Arrangement to undertake activities under RUSA	Meetings were conducted at various levels

Institutional coordinator has been selected

Proposals were submitted RUSA |

* 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

> Management accepted various initiatives undertaken at college level. Steps were taken by management to support all the academic and development activities.
>
> Management suggested IQAC to take steps regarding reconstitution of Research and Consultancy committee into RAC as per UGC guidelines.

Part – B

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	3			
UG	12			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	15			

Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
Choice Based Credit and Semester System with core Course, elective/complementary courses and open courses. There is only limited flexibility since the curriculum is designed by the University of Calicut.
(ii) Pattern of programmes:

Pattern	Number 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.

   Syllabus up gradation or revision is periodically done by the University of Calicut.

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
54	41	13	0	0

2.2 No. of permanent faculty with Ph.D.   14

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
0	6	0	0	0	0	0	0	0	6

2.4 No. of Guest and Visiting faculty and Temporary faculty 21 0 0

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	6	18	8
Presented papers	6	18	8
Resource Persons	0	1	1

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

ICT enabled teaching techniques, Field visits, Project works on contemporary topics, Group assignments, role plays, peer teaching.

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

169

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

- The evaluation reforms introduced by the university from time to time are fully adopted by the college.
- Two internal examinations are conducted per semester for both UG and PG at the college level.
- Periodical Seminars and assignments are given to students

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

| 4 | 2 | 4 |

2.10 Average percentage of attendance of students

88

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	57	8	43	31	18	89
B.B.A	27	7	63	23	7	89
B.A.Economics	39	79	21	-	-	8
B.A.English	23	24	62	14	-	91
B.A.Malayalam	24	41	59	-	-	71
B.A.History	37	5	30	48	17	61
B.Sc. Botany	23	31	42	16	12	81
B.Sc.Chemistry	21	33	53	14	-	71
B.Sc. Instrumentation	24	10	85	5	-	83
B.Sc.Mathematics	37	43	57	-	-	58
B.Sc. Physics	16	35	43	14	8	76

B.Sc. Zoology	24	5	84	11	-	79
Msc.Chemistry	12	12	-	-	-	100
M.Sc.Mathematics	14	11	-	-	-	78.5
M.Com	15	10	2		-	-	80

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

 IQAC conducts periodic review and monitoring and makes suggestions for improvement.

2.13 Initiatives undertaken towards faculty development   20

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	3
UGC – Faculty Improvement Programme	0
HRD programmes	0
Orientation programmes	8
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	3
Summer / Winter schools, Workshops, etc.	1
Others	5

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	16	0	2
Technical Staff	1	0	0	0

Criterion – III

3. Research, Consultancy and Extension

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

Faculty members are encouraged to peruse research degrees through facilitating FDP or sanctioning leave Encouraging the faculty members to participate and present papers in International, national and state level seminars, workshops and conferences.

3.2   Details regarding major projects

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

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	1	-	-
Outlay in Rs. Lakhs	-	1,25,000	-	-

3.4   Details on research publications

	International	National	Others
Peer Review Journals	13	5	0
Non-Peer Review Journals	0	4	0
e-Journals	0	0	0
Conference proceedings	2	3	0

3.5 Details on Impact factor of publications:

Range | - | Average | - | h-index | 8 | Nos. in SCOPUS | 20 |

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	-	-	-	-
Minor Projects	127500	UGC	127500	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects *(other than compulsory by the University)*	-	-	-	-
Any other(Specify)	-	-	--	-
Total	127500	UGC	-	-

3.7 No. of books published   i) With ISBN No. | 4 | Chapters in Edited Books | 6 |

ii) Without ISBN No. | 2 |

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 | 1000 |

3.11 No. of conferences

organized by the
Institution

Level	International	National	State	University	College
Number					7
Sponsoring agencies		KSCSTE 8			3

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

3.13 No. of collaborations   International | - | National | 4 | 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 | 127500 | From Management of University/College | 36000 |

Total | 143500 |

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

3.18 No. of faculty from the Institution
     who are Ph. D. Guides

`3`

     and students registered under them

`4`

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

`-`

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

JRF `-`   SRF `-`   Project Fellows `-`   Any other `-`

3.21 No. of students Participated in NSS events:

University level `10`   State level `2`

National level `-`   International level `-`

3.22 No. of students participated in NCC events:

University level `6`   State level `3`

National level `5`   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 `2`   International level `-`

3.25 No. of Extension activities organized

University forum `2`   College forum `7`

NCC `10`   NSS `6`   Any other `4`

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

- N.S.S played a major role in creating awareness on drug abuse, blood donation and campus cleanliness among students.
- An AIDS awareness rally and public meeting was organised by N.S.S to alert the local community.
- Blood group determination camp was conducted in the college by NSS in association with Zoology department and a Blood Group Directory of the students of this college was

prepared. The World Environment day and Ozone Day are observed by the nature club by planting trees and creating alertness among students for minimising plastic wastes.

- The Staff Club of the College exhibits its social commitment by way of contributing financial aid for medical treatment of the casual labourers, students and underprivileged in the society. They time and again visit orphanages in the area and render financial, moral and social support to the inmates.
- Distribution of food items to the destitute of nearby orphanages as part of NCC outreach programme.

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	38acres	-	-	38
Class rooms	38	-		38
Laboratories	8	-		8
Seminar Halls	1	-		1
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	-	132500	PD ACCOUNT	132500
Value of the equipment purchased during the year (Rs. in Lakhs)	-	Rs.75292/- only		-
Others	-	-		-

4.2 Computerization of administration and library

Complete digitalization of administrative and examination processes.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	35011		91	75292	-	-
Reference Books					-	-
e-Books	-	-	-	-	-	-
Journals	-	-	-	-	-	-
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-

Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	73	2	yes	yes	yes	yes	12	
Added								
Total	73	3					12	

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

> All the administrative processes have been digitalized. Teachers and students get sufficient access to internet facility.

4.6 Amount spent on maintenance in lakhs :

   i) ICT

   ii) Campus Infrastructure and facilities

   iii) Equipments

   iv) Others

Total : 4.12215

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Life skill and gender equity programmes given due importance
- An orientation programme is offered to first year UG students
- The participation of students in Extra-curricular activities is encouraged.
- Monitors the efficient execution of SSP and WWS.
- Strict inspection of the academic activities including common internal examination, tutorial system

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
1613	93	-	-

(b) No. of students outside the state

-

(c) No. of international students

-

Men

No	%
486	30

Women

No	%
1127	70

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
578	270	14	590	-	1452	660	290	14	649	--	1613

Demand ratio   (Centralised admission)   Dropout %   0.5%

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

Counselling is provided by the group tutor to needy students for overcoming examination fear and family problems. Frequent career orientation and personality development programmes facilitate the students in securing placements and clearing competitive examinations.. NET coaching has been provided by commerce, mathematics and chemistry department for its students. Out of that, 5 students have cleared the examination from these departments.

No. of students beneficiaries [60]

5.5 No. of students qualified in these examinations

NET [5]   SET/SLET [2]   GATE [1]   CAT [7]

IAS/IPS etc [0]   State PSC [5]   UPSC [0]   Others [8]

5.6 Details of student counselling and career guidance

- Personality development training, career guidance and counselling classes are regularly arranged by the career guidance cell.
- Orientation for competitive examinations are provided in required cases

No. of students benefitted [93]

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
33	300	60	40

5.8 Details of gender sensitization programmes

Sessions on Legal awareness, cyber crime etc arranged under the auspices of women cell and Ladies club. The Women's Cell works towards the welfare of the girl students of the college. A proposal for the renovation of the girl's waiting shed and the installation of an incinerator was prepared and forwarded to the Manager. Steps are regularly taken to ensure the safety and dignity of the girl students of the college.

5.9 Students Activities

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

State/ University level [44]   National level [2]   International level [0]

No. of students participated in cultural events

State/ University level [40]   National level [1]   International level [0]

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

Sports : State/ University level | 14 | National level | 2 | International level | - |

Cultural: State/ University level | 9 | National level | - | International level | - |

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	15	30,000
Financial support from government	968	312890
Financial support from other sources	15	150000
Number of students who received International/ National recognitions	0	0

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 | 13 |

5.13 Major grievances of students (if any) redressed: : Fees collection system was decentralised by making arrangements to collect it class wise and later deposit to the fee counter to avoid losing class time.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION

"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

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.
- To impart quality education by enhancing infrastructural facilities
- To mould the youth from all sections of society into responsible citizens through value education.
- To inculcate wisdom, compassion and humanitarian spirit in students.
- To enable students to achieve excellence in their respective disciplines.
- To include new developments in education into the curriculum so as to promote academic advancement leading to national development
- To create a teaching - learning environment conducive to the pursuit of higher knowledge, relevant skills and experience.
- To promote awareness on ecological and environmental issues
- To incorporate the day-to-day information and communication technology for the better perception of curriculum.

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.

6.3.2 Teaching and Learning

College is well equipped with smart classrooms, library and Language Lab. 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

- The evaluation reforms introduced by the University on time to time are fully adopted by the college.
- The CBCSS grading system developed by the university has been adopted in the college both at UG and PG levels.
- At the college level two internal examinations are conducted per semester for both UG and PG.
- Periodical assignments and Presentations are assigned to PG students.
- Independent Reprographic and computer facility is provided exclusively for the Examination purpose.
- End semester Model Examinations are conducted for both UG and PG programmes.

6.3.4 Research and Development

Research Committee to co-ordinates and motivates research ambience of the college with active support from IQAC. 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.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Library Automation works are almost finished.
- Procured more new books and journals.
- Internet connectivity to all existing systems and reprographic facility to students.
- Printer and reprographic Facility to all departments.
- The number of users of NLIST and other internet based reference materials increased compared to previous years

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 organized by the staff club on various occasions alleviates the strain of a hectic work calendar and preserves a cordial working atmosphere.

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. Cases of unfilled vacancy are met by temporary appointment done strictly on merit basis after advertising in leading newspaper.

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.

Admissions to both undergraduate and post graduate programmes are done through the Centralised Allotment Process of University of Calicut. 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 under community, sports and management vacancies are also completed ensuring transparency.

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   -

6.6 Whether annual financial audit has been done   Yes √   No

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

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

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

For UG Programmes   Yes [ ]   No [√]

For PG Programmes   Yes [ ]   No [√]

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

Examination is conducted as per the instructions from the University at the end of each semester. IQAC and the Academic Audit Cell ensures completion of the syllabus and 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?

NA

6.11 Activities and support from the Alumni Association

- Close association of alumni in all the activities of the college.
- Alumni honours the meritorious students
- Contributions to enhance the infrastructure facilities.

6.12 Activities and support from the Parent – Teacher Association

- Funding for Academic activities such as seminars, symposia, workshops etc.
- Salary to guest faculty appointed against leave vacancies of permanent staff.
- PTA plays a key role in the dayto-day activities of the college by closely monitoring the academic and infra-structural requirements and providing timely financial and moral support. PTA also provides Endowments to the toppers in the University Examinations each year.

6.13 Development programmes for support staff

Skill development programmes for the support staff

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

NSS and NCC units of the college take initiatives to make the college campus get rid of the menace of plastic. 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 Ozone Day celebrations.

Criterion – VII
7. Innovations and Best Practices

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

- All teaching departments are making effective use of IT aided teaching and learning practices. Smart rooms are being utilized effectively. Virtual labs and simulated experiments are used in the science departments.
- Coaching classes and remedial classes are arranged for students. Economic assistance is provided to economically weak students. "Each one teaches one" program continues in different departments,
- The student mentoring programme Walk with the Scholar was launched .It is a comprehensive programme that provides academic and other mentoring support for the holistic growth of the students.
- The Entrepreneurship Development Club conducted Food Fests and sales, and conducted a Soap Manufacturing workshop.

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

 SSP &WWS programmes were implemented.
☐ Extensive usage of ICT facilities
☐ Career oriented Coaching classes and placement opportunities for outgoing students

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

1.**Title of the Practice: All are equal – Uniform for all students.**
A dress code brings about unity and eliminates discrimination.

2. **Title of the Practice: Stepping stone to Vasudhaiva Kutumbakam --- Staff Club**
The one and only one club that includes each and every member of the teaching and non teaching staff of our organization in which all are equally designated and create a feeling of one family.

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

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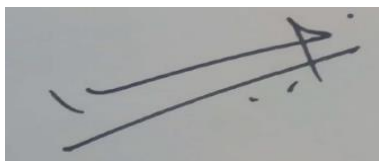
7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

                    nil

8. **Plans of institution for next year**

To expand the programmes of women's cell including induction programmes

To conduct external academic audit in the college.

Construct a new and bigger Central Computing facility

To convert Commerce and chemistry departments as research centres

Name Dr.T.Sreekumar   *Name   Dr.S.Venugopal*

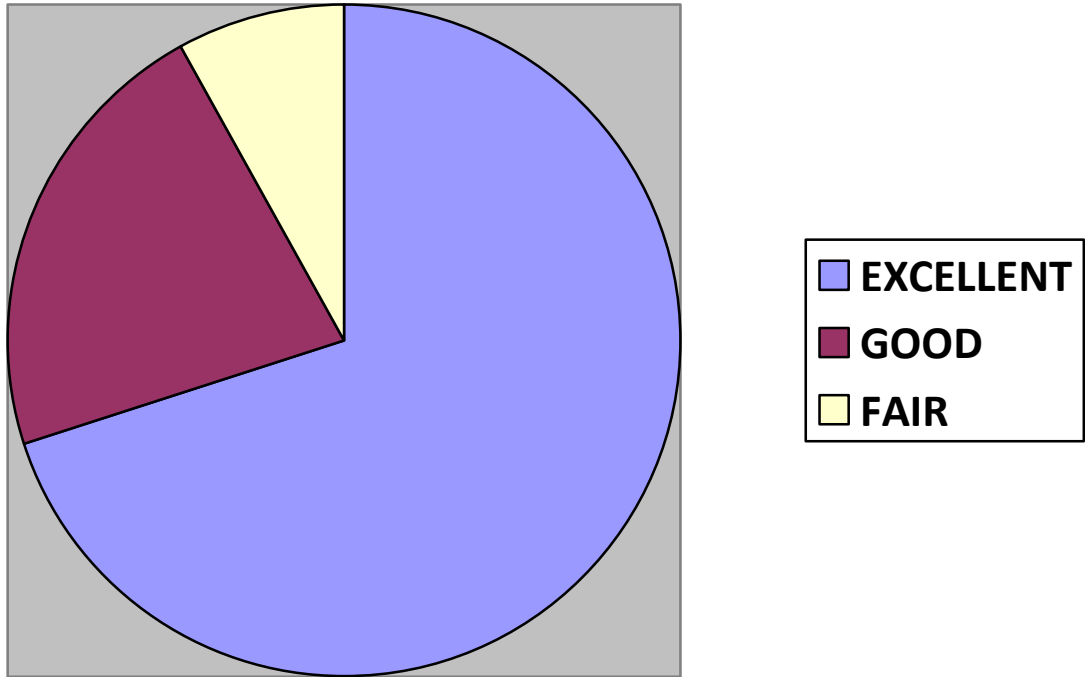_____   _____

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

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STUDENT S FEEDBACK OF TEACHERS

Annexure II

ACCDEMIC CALENDER

Date	Event
01/06/2017	College re-opens after mid summer vacation. Third and Fifth semester degree classes starts.
05/07/2017	First semester degree classes starts.
02/08/2017	Expected starting date of Third semester PG classes.
10/08/2017	Expected starting date of First semester PG classes.
21/08/2017 to 26/08/2017	First internal examination for First, Third and Fifth semester degree students.
31/08/2017	Publication of result of First internal examination for First, Third and Fifth semester degree.
31/08/2017	College closes for ONAM holidays.
11/09/2017	College re-opens after ONAM vacation.
13/09/2017 to 15/09/2017	Evaluation of result First, Third and Fifth semester degree students by tutors.
23/10/2017 to 28/10/2017	Second internal examination for First, Third and Fifth semester degree students.
01/11/2017	Expected starting date of Fourth and Sixth semester degree classes
02/11/2017	Publication of First, Third and Fifth semester Second Internal examination result.
03/11/2017 to 06/11/2017	Class PTA for First, Third and Fifth semester degree students
13/11/2017	Commencement of Fifth Semester degree University examination
16/11/2017	Commencement of Third Semester degree University examination
18/11/2017	Commencement of First Semester degree University examination
25/11/2017	Expected starting date for the Second Semester degree classes
11/12/2017 to 16/12/2017	First Internal examination for Second, Fourth and Sixth semester degree classes
18/12/2017 to 22/12/2017	Model Examination for First and Third PG degree students
22/12/2017	Christmas vacation starts
02/01/2018	College re-opens after Christmas vacation.
04/01/2018	Publication of Sixth, Fourth and Second semester degree result
05/01/2018	Expected date for First Semester PG University examination
08/01/2018 to 10/01/2018	Evaluation of Sixth, Fourth and Second semester degree result by tutors
09/01/2018	Expected starting date for Second semester PG classes
10/02/2018	Third semester PG University examination starts
16/02/2018	Expected starting date for Fourth semester PG classes
19/02/2018 to 24/02/2018	Second Internal examination for Second, Fourth and Sixth semester degree students.
30/03/2018	Academic year closes.

Best Practice 1

1. Title of the Practice: All are equal – Uniform for all students.

A dress code brings about unity and eliminates discrimination.

2. Goal

By insisting uniform for both girls and boys, the institution is establishing social justice and eliminates discrimination. This creates a feeling of "oneness", which can be promoted by removing the messages of social and economic status carried by clothing, rather than the segregation that occurs without uniforms. Safety of students is a major concern of the institution. Students are the real wealth of any nation. So building up of students with character is the major responsibility of the institution where those are studying.

3. The Context

Among youngsters there may be competition over appearance emerging from a large emphasis on designer clothes and expensive jewellery. Majority of the students in the institution belongs to BPL category. Hence it is not affordable for them to spend huge amount in expensive apparels. From the various survey reports, it is understood that overall students' performance is declining in the colleges. Students who attend the college in uniform attend more frequently, and when in college concentrate on their education rather than on their social demeanour. Besides this, policy on uniform increases the students' self esteem, promote conformity to institutional goals, and help to identify intruders. In this context, insisting of uniform to the students will result in the overall development of a student.

4. The Practice

The college adopts a different policy to ensure cent per cent accomplishment of the goal. Each year the colour pattern of the uniform for first years will change from those of the second and third years. Each student who gets enrolled in this college can use the same uniform till the end of his final year/semester. This will help to identify the class of the student. The supply of uniform material is done through college co-operative store which helps the students to be a part of social commitment.

Wearing of uniform is a must to the students of this institution. To ensure this, tutor of each class is authorized to monitor.

5. Evidence of Success

It is difficult to keep records of the success stories of some events undertaken for the overall development of the students. Sometimes, we can understand the benefits of a deed from the happiness of the beneficiaries. But, for the present case, the institution collected valuable feedbacks from the students and parents. They all enjoy the fruit of oneness.

6. Problem Encountered and Resource Required

Every action has an equal and opposite reaction. But, we are doers. We are keeping in mind the pros and cons of each actions we take. If the intension is good, we must go on. So this mission towards social justice is a never ending task of the institution. Though the finance resource is a limiting factor of the mission, we will definitely go with this best practice by assisting the needy students.

Annexure IV

Best Practice 2

1.Title of the Practice: Stepping stone to Vasudhaiva Kutumbakam --- Staff Club

The one and only one club that includes each and every member of the teaching and non teaching staff of our organization in which all are equally designated and create a feeling of one family.

2. Goal

Aim: Infuse an ambience and create an atmosphere of Oneness among the staff and thus enhance the chances for bringing the best by supporting each other at all phases of individual and institutional development. This creates a conducive and symbiotic atmosphere which will directly influence the students, as a role model, and indirectly help in imparting all the virtues of collective work which they should emulate in creating a better society.

3. The Context

The Primary challenge was to effectively convey the message of social life and inter-dependence of various components of it to the students through creating a model that is worth emulating. The secondary challenge was to take on board the individual differences in class, creed and ideologies of each individual without sacrificing the guiding principle of Oneness and effectively utilizing these individual differences to the common goal of Unity in Diversity.

4. The Practice

Whatever we learn from books is bound to relapse in the long run, but what we should learn is to be a responsible human being worth living for the society. Whatever be the Qualifications and Degrees we acquire becomes a burden on the society if she/he fails to respect and understand the virtues of an individual who badly needs his or her help. This can only be achieved through understanding each other and thus find a world that is beyond the 'I'. Such a practice by the staff of this college will effectively convey the message to students of what an Individual should strive to contribute to society and as a corollary gain new heights in society.

The following provides a glimpse of what we try to unburden ourselves from fulfilling this responsibility:

- Staff Club and its executive committee conducts regular meetings
- We celebrate all the important festivals (under the auspices of staff club) like Onam, Christmas, and New Year etc.
- During these we engage in all types of game and grand feasts are also organized.
- We respect the valuable contribution of each individual in our college and give them an

unforgettable send-off whenever they leave this institution.

- Whenever some-one retires from this institution we gratefully mention all their valuable contributions to the growth of the organization and wish them all the best with one heart.
- Yearly we conduct Staff tour to strengthen the cohesion.
- Staff club supports the needy of the society by its entire means.

5. Evidence of Success

Though no tables and formulas could capture the evidence and measure the success of such a unique experiment, in the short-run, valuable feedbacks from various institutions / organizations that has at least one old student of our college in their roll makes us believe that our aims are not less fulfilled.

The students, now, under the supervision of Staff do celebrate all major festivals in the campus with oneness. The senior students welcome their juniors by celebrating fresher's day. They successfully conduct and participate in various arts and cultural competitions. When seniors depart after completing their course a grand send-off is organized by the juniors. Many of the old students help those students who are in need of it.

6. Problems Encountered and Resources Required

With the will to go in tune with Head, Heart and Hand we try to be our own true selves and adjust when ever and where ever we need to be so. The material resources for such a practice is very limited what we have is a mind to keep this culture going.

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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