

GOVERNMENT COLLEGE MANANTHAVADY

Nationally accredited by NAAC with 'B' Grade

Nalloornadu P. O, Wayanad District, Kerala- 670645



The Annual Quality Assurance Report (AQAR)

IQAC 2015-16

Part – A

I. Details of the Institution

1.1 Name of the Institution

Government College Mananthavady

1.2 Address Line 1

Thonichal

Address Line 2

Nalloornd P. O

City/Town

Wayanad District

State

Kerala

Pin Code

670645

Institution e-mail address

gcmdy11@yahoo.co.in

Contact Nos.

04935 240351

Name of the Head of the Institution:

Prof. BeenaSadasivan

Tel. No. with STD Code:

04935 240351

Mobile:

09847455736

Name of the IQAC Co-ordinator:

Dr. Denny Joseph

Mobile:

09656346799

IQAC e-mail address:

gcmiqac@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

NAAC/SR-SS /15034/2011

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

EC/66/A&A/076 dated 21 February 2014.

*This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)*

1.5 Website address:

www.gcindy.org

Web-link of the AQAR:

<http://gcindy.org/uploads/files/aqar2014-15.pdf>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.54	2014	2019
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

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

19/03/2014

1.8 AQAR for the year

2015-16

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

- i. AQAR_2014-15 submitted on 13/11/2015 (DD/MM/YYYY)
- 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. UGC, 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 (PhysEdu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

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

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence

NA

UGC-CPE

NO

DST Star Scheme

No

UGC-CE

No

UGC-Special Assistance Programme

DST

No

UGC-Innovative PG programmes

No

Any other

Centre for Excellence:
Govt. of Kerala

UGC-COP Programmes

No

2. IQAC Composition and Activities

2.1 No. of Teachers

11

2.2 No. of Administrative/Technical staff

2

2.3 No. of students

1

2.4 No. of Management representatives

0

2.5 No. of Alumni

1

2.6 No. of any other stakeholder and
community representatives

2

2.7 No. of Employers/ Industrialists

1

2.8 No. of other External Experts

0

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No.

Non-Teaching Staff Alumni Students Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

- 1. Academic audit
- 2. Administrative audit
- 3. Environmental audit
- 4. Examination reforms

2.14 Significant Activities and contributions made by IQAC

- IQAC functions as an agency in framing the action plan of the college in consonance with the college council.
- Promotes research among teachers.
- Promotes environmental awareness programmes in the campus
- Encourages departments to furnish applications for new courses
- Motivates teachers to apply for Major/Minor projects
- Encourages departments to conduct seminars and workshops with funding from UGC, DCE etc.
- Ensures the maintenance of discipline in the campus
- Ensures periodical internal evaluation of students
- IQAC collaborates with RUSA and College council in proposing for funds for infrastructure development.

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
<ol style="list-style-type: none"> 1. Extend solar energy to the labs and administrative office 2. Inaugurate the men's hostel and admit inmates 3. Inaugurate Canteen building 4. Conduct afforestation programmes with help of students. 5. Request MLA fund for the construction of Heritage Museum building. 6. Construct roofing for Open air auditorium 7. Establish a high capacity generator for the college 8. Demand fund for Electrical rewiring from Govt. 9. Conduct quality related seminars 10. To start new UG and PG courses 11. Increase the intake of 	<ol style="list-style-type: none"> 1. Solar energy is extended to office and laboratories 2. Men's hostel inaugurated and started functioning. 3. Canteen building has started functioning. 4. Hundreds of trees were planted in Kurichiyad Forest area in collaboration with Forest Department and NSS Unit. 5. Rs. 25 Lakhs was sanctioned for the project, and laid the foundation stone on 4th March 2016. 6. Roofing completed for the open air stage. 7. Generator purchased and is functional 8. Received fund of Rs. 5,26,000 for rewiring 9. All departments conducted seminars and workshops with funding from UGC and Govt. of Kerala.. 10. University has sanctioned 2 PG and

<p>students for UG programmes</p> <p>12. promote the participation of students in arts festival of University.</p> <p>13. To conduct Merit Day to honour achievers among students in academics and arts.</p> <p>14. To conduct management fest to improve the Managerial skills of students</p> <p>15. To conduct training programmes for students to apply for admission in institutions of higher learning.</p> <p>16. Construct fencing for the college playground</p>	<p>2 UG courses, and the approval of Govt is awaited.</p> <p>11. University has sanctioned the hike in seats. Awaiting the NOC of State Govt.</p> <p>12. PTA donated Rs. 20,000/- to support students participation in University Arts Festival.</p> <p>13. Conducted Merit Day to honour the achievers.</p> <p>14. Management Fest conducted in Feb 2016.</p> <p>15. Coaching classes conducted and students admitted to various universities.</p> <p>16. Fencing works are under progress.</p>
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** Attach the Academic Calendar of the year as Annexure.*

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate College Council

Provide the details of the action taken

- Evaluated implementation of the action plan for the year 2015-16 and decided to rectify the shortcomings pointed out by the Council by the next year. Also decided to form a committee to draft an action plan for 2016-17.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	0	0	0	0
PG	1	0	0	0
UG	4	0	0	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	0	0	0	0
Others	0	0	0	0
Total	5	0	0	0

Interdisciplinary	5	0	0	0
Innovative	0	0	0	0

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

Kannur University has implemented Choice Based Credit and Semester System for UG programmes and it has been revised in the year 2014. There are core, common, elective, complementary and open courses in the program. Indirect grading system on a seven point scale is established with effect from 2014 admission. All departments in the college provide open courses from which students can select the course of their preference. Electives also can be

chosen from the list of papers provided by the university. Provisions like repeat course, zero semester, improvement, readmission, provision to condone shortage of attendance, grace marks for co-curricular activities and achievements are there. The mark system followed for PG program has now been made grading system.

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	5
Trimester	Nil
Annual	Nil

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.

The syllabi of all the degree programmes have been revised with effect from the year 2014-15. Indirect Grading system has been implemented on a seven point scale for greater accuracy in the results. Earlier, direct grading system was implemented, and it was found to have a number of anomalies which are corrected by the introduction of indirect grading system.

Environmental Studies has been incorporated into the syllabi of the Common English course IV, w. e. f this academic year. All UG and PG programs have project work as a core course w.e f. this academic year.

Four of our faculty members are included in the Board of Studies of Kannur University. Their presence in the respective boards has been a channel through which the college brings to light its vision on higher education. C programming was introduced into the syllabus of BSc Electronics due to the intervention of the Department of Electronics. The industry oriented topic 'Embedded Systems' has been given more prominence in the syllabus.

Kannur University has approved the new regulations of UG & PG programmes.

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

Nil

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
17	15	2	0	0

2.2 No. of permanent faculty with Ph.D.

7

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	8	0	0	0	0	0	0	0	8

2.4 No. of Guest and Visiting faculty and Temporary faculty Visiting:

Visiting:0

Guest: 8

FDP Sub: 1

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	2	44	4
Presented papers	0	12	0
Resource Persons	0	4	0

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

The teaching - learning process in this institution is modernised with the practical use of modern technology. ICT enabled teaching has been accepted as the mode of teaching in this institution. The classrooms are equipped with latest Interactive Boards, and they are periodically maintained and replaced. Teachers resort to PPTs and other interactive methods for teaching. The students also make seminar presentations with the help of these devices. Student projects are completely carried out under the guidance and supervision of the faculty members, and they also develop essential computer skills in the process. The well- equipped computer lab provides adequate support to the students for making their assignments and projects in time. Tutorial sessions are engaged in with greater passion and vigour. New Initiative programmes like Walk with a Scholar, Scholar Support Programme, and Additional Skill Acquisition Programme etc also help the students to acquaint themselves with the developments in the world of academics and research. Greater accessibility to the internet through Wi-Fi and regularly enriched General and Department libraries ensure speedy and effective authentic data collection for teachers and students. With the help of solar panels, uninterrupted power supply has been ensured in class rooms as well as departments. The college website is enabled with Moodle platform for e-learning facility.

		students appeared	students passed						
B. Com	2015-16	48	43		13	20	9	1	90
BA English	2015-16	30	27	0	6	13	4	4	90
BA Dev. Economics	2015-16	25	21	0	3	15	3	0	84
BSc Electronics		19	14	0	0	7	6	1	73.68

Title of the Program	Year	Total no. of students appeared	Total no. of students passed	Class obtained			
				I	II	III	Pass %
M. Com	Result awaiting						

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

The IQAC is entrusted with the responsibility to assess the quality of teaching and learning. IQAC closely monitors that modern technology which is available in the institution is fully operational and is accessible to the teachers and students. IQAC ensures that all the classrooms are effectively employing the smart-class facility. If any damage occurs to the machinery, steps are taken for immediate repair of the item with the assistance of PTA. Wi-Fi internet facility also is ensured in the campus as per Govt. guidelines. Departments are asked to prepare separate academic calendar for the timely transaction of the curriculum, and internal evaluations. The marks or grades awarded for internal assessment are published on the notice boards and grievances are rectified before online submission to the university. IQAC facilitates

internal academic audit to ensure the timely conduct of academic exercises and evaluations. Feedback from students are collected and analysed to assess the effectiveness of teaching and learning. Departments are assisted to maintain their blogs with necessary technical assistance. Timely up-gradation and automation of the library are ensured by IQAC by setting apart sufficient funding from Plan Fund.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	2
UGC – Faculty Improvement Programme	11
HRD Programmes	1
Orientation Programmes	0
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	5
Summer / Winter schools, Workshops, etc.	9
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	25	0	0	0

Technical Staff 0 0 0 0

Criterion – III

3. Research, Consultancy and Extension

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

- The IQAC encouraged faculty members to guide post graduate level projects of students from other institutions
- IQAC also encouraged all faculty members to apply for Minor research projects of UGC and other funding agencies

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	1	Nil	1
Outlay in Rs. Lakhs	0.825	Nil	Nil	3

3.4 Details on research publications

	International	National	Others
Peer Review Journals	2	1	0

Non-Peer Review Journals	0	0	1
e-Journals	0	0	0
Conference proceedings	0	10	0

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				
Minor Projects	Dept. of Commerce (2 Years)	UGC	4.5Lakhs	3.5 Lakhs
	Dept of History (1.5 Years)		0.825 Lakhs	0.775 Lakhs
Interdisciplinary Projects	--	--	--	--
Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	--	--	--	--
Students research projects <i>(other than compulsory by the University)</i>	--	--	--	--
Any other(Specify)	--	--	--	--
Total				

3.7 No. of books published

i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from – Not Applicable

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

3.9 For colleges Autonomy CPE plan Fund
UGC CE RUSA

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	0	6	0	0	0
Sponsoring agencies	0	UGC, Govt. Of India & Department of Collegiate Education, Govt. Of Kerala			

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

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
0	0	0	0	0	0	0

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

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

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

JRF SRF Project Fellows Any

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level

National level International level

3.25 No. of Extension activities organized

University forum College forum
 NCC NSS Any other

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

1. Conducted University level NSS enlighting camp for 150 participants
2. Published blood donation directory of the College students
3. NSS of our college is constructing a home worth 12Lakhs for a family living in the neighbourhood of the college
4. NSS Conducted blood donation camp in the college with the assistance of District hospital, Wayanad
5. Received Rs. 25Lakhs from MLA Asset development fund for constructing heritage museum in the college
6. NSS Conducted 1 day camp on responsible tourism and environmental concern (December 2015)
7. NSS Conducted 1 day camp on parenting role in education of students (December 2015)
8. NSS Conducted a program entitled 'Snehapoorvam Sahapadikku', a fund collection program for assisting financially weak school children
9. NSS organized visit to Fr. Tessa Bhavan, a centre of mentally challenged children

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	10.48 Acres	0		
Class rooms	14	0		14
Laboratories	7	0		7
Seminar Halls	2	0		2
No. of important equipments purchased \geq 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)		10,95,080	DCE	
Others		1,82,500		

4.2 Computerization of administration and library

Server installed in library for automation
CCTV surveillance installed in library

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	17565		688	2,50,000	18153	
Reference Books	1024					
e-Books	800					
Journals						
e-Journals						
Digital Database						
CD & Video	30					
Periodicals	17					

4.4 Technology up gradation (overall)

	Total Computer s	Compute r Labs	Internet	Languag e Lab	Compute r Centres	Offic e	Depart - ments	Othe rs
Existin g	69	12	9	20		5	23	
Added								1
Total	70							

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

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4.6 Amount spent on maintenance in lakhs :

i) ICT

56,146

ii) Campus Infrastructure and facilities

20,65,000

iii) Equipments

50,000

iv) Others

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Total :

21,71,146

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- An awareness program was conducted for the first semester students on New Initiatives
- Induction class is provided to the newly admitted students on CBCSS.
- Scholarship cell is maintained for ensuring scholarships to maximum number of students.
- A campus placement was conducted in collaboration with JetkingPvt. Ltd Bangalore.
- The faculty members provided pre-placement training to final year students of BSc Electronics.
- 4 students were sent for CET Training Programme of ASAP
- Students are encouraged to attend the seminars conducted by the departments.

5.2 Efforts made by the institution for tracking the progression

- Final year students are assisted to apply for higher education at various central and state universities and institutes.
- Internal mentoring session of walk with scholar programme (WWSS) conducted carrier awareness classes. Students are contacted to gather information regarding their higher education enrolment and career details.
- Guidance is given for preparation of the entrance examinations by the major departments.
- The students' profiles are filed with provision to update higher education and career details.
- Coaching for UGC NET examination provided to Post Graduate students.
- Conducted research oriented classes and introduces SPSS package to students to encourage research.
- Provided classes on personality development programme, English language for competitive Examination , introduced tally accounting software to students under equal opportunity cell.

(b) No. of students outside the state

2

(c) No. of international students

0

No	%
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No. of students benefitted

5.7 Details of campus placement

	<i>On campus</i>		<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
1	19	0	10

5.8 Details of gender sensitization programmes

An awareness program on gender sensitization and women empowerment was conducted in the college under the auspices of NSS .The faculty member of the college under Jagrathasamithi conducted classes for overuse and misuse of mobile phones and related cyber crimes.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports :State/ University level National level International level

Cultural: State/ University level National level International

5.10 Scholarships and Financial Support

	Number of Students	Amount
Financial support from institution	0	0
Financial support from government	67	4,45,000
Financial support from other sources	1	6,000
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

5.13 Major grievances of students (if any) redressed:

(1). A complaint regarding the anomaly in the calculation of index marks of PG (M. Com) applicants of Kannur University was received from the students and it was forwarded to the university. It was rectified and orders were issued following the court direction in this regard with effect from 2015 admission.

(2) Minor issues like the shortage of drinking water, library facilities, computer lab facilities etc. raised by the students are redressed by the Grievances Redressal Cell.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Motto: “Education for total liberation”

Vision

Our vision is to mould the students into better individuals, and guide them to contribute constructively towards national goals by upholding the values of secularism, national integration and social commitment and to make them intellectually competent, morally upright, psychologically integrated, physically healthy and acceptable to the society.

Mission

Our mission is to uplift the youth by imparting quality education and exposure and to equip them to cope with the latest requirements through innovative techniques and practices.

6.2 Does the Institution has a management Information System

The college already established MIS in the college by instituting biometric punching system for the staff of the college. The salary processing of the staff also has been automated through SPARK. The automation of library and the administrative office are in progress.

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

6.3.1 Curriculum Development

- Each department is asked to make specific suggestions regarding the curriculum of their respective academic program and their responses are forwarded to the university through proper channel.
- Besides, three of our teachers are members of Boards of Studies of Kannur University and they can directly contribute to the restructuring of curriculum.
- One teacher is the Chairman of the Board of Studies, and he also does influence the discussions of academic curriculum.
- One of our teacher is the faculty member of Calicut University.

6.3.2 Teaching and Learning

- Each department prepares and publishes specific academic calendar for the odd and the even semesters before the beginning of classes.
- Assignments, viva voce examinations, model examinations, project submission etc are conducted as per the said calendar.
- Internal marks and their break-up details are displayed on the notice board and complaints rectified before they are forwarded to the university.
- All classes are smart-classes with Wi-Fi internet connectivity.
- INFLIBNET facility is made available.
- Library is updated every year with books worth about 2 lakhs.
- Digital learning resources are also made available.
- Departments maintain blogs for academic discussions and posts.
- Assignments are evaluated during the tutorial hour after the regular classes.
- Academic audit is conducted to ensure proper transaction of syllabi.
- Teachers keep teaching diaries which record academic progression
- Student feedback and result analysis are instrumental in improving teaching methodology.

6.3.3 Examination and Evaluation

- The semester examinations are conducted by the university and the college facilitates their conduct. Teachers serve as invigilators and chief invigilator.
- Internal examinations are conducted as per the schedule prepared by the departments, and the results are announced well in advance.
- If students have any complaint, it can be registered in writing with the Head of the Department, and appropriate action is taken thereon.
- Students can also make an appeal to the College level Grievance redressal cell if they are still unhappy about their internals.
- Multi-series question papers are used for class tests to prevent unethical practices.
- Model examinations are conducted at the end of each semester and evaluation is done promptly. Its result is also considered for their internal marks.
- Teachers of the college take part in the evaluation of scripts after the university examinations.

6.3.4 Research and Development

- All teachers are encouraged to enrol for PhD, and two staff members have completed their coursework this year.
- Two of teachers PhD is already awarded in the academic year..
- One faculty member is continuing in the FIP program pursuing PhD.
- 7 teachers applied for Minor research projects and 4 others have received sanction.
- One proposal has been made to KSHEC for a long term project.
- Nine publications have been made by faculty.
- Six seminars were conducted during 2015-16.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Library is upgraded regularly with funding from DCE every year. Requirement of books is collected from departments and quotation is solicited for the delivery.
- Library is also enriched with the books procured with the funding of MRPs of UGC.
- Computer lab has been upgraded with new computers.

6.3.6 Human Resource Management

- Young teachers are members of FLAIR program and they are sent for trainings arranged by FLAIR secretariat.
- IMG training for teachers are utilized properly. Workshops in research methodology are attended by teachers concerned.
- Two teacher has availed national internship program offered by FLAIR .
- Non-teaching staff are given training by IMG. They are also given training in computer by the department of Electronics.
- Students are given opportunities to develop their skills through NCC, NSS and BhoomitraSena club.
- ASAP skill training program, Walk with a Scholar program etc also develop the human resource potential of students.
- College union develops democratic values and leadership skills among students.
- College magazine and Department magazines also serve to develop the creative

6.3.7 Faculty and Staff recruitment

- Vacancies among teaching/non-teaching staff are reported to the DCE, and procedures are initiated to fill the vacant posts immediately.
- Work load is calculated and additional posts if any are required, the same is brought to the attention of DCE.
- Necessary steps are taken to recruit staff from Employment Exchange whenever necessary.
- Guest lecturers are selected when list of teachers are exhausted with PSC.

6.3.8 Industry Interaction / Collaboration

- Teachers attempt to establish industry interaction and collaborate with external agencies for pursuing research.

6.3.9 Admission of Students

- An admission committee functions in the college and the entire admission process is monitored by the committee.
- Centralised admission system is followed by the university. So, the rank lists are prepared by the University. Interview is conducted in the college.
- Reservation policy of the state government is strictly adhered to.
- Student grievances are addressed before the University.

6.4 Welfare schemes for

Teaching	Staff club raises fund for the needy staff members on occasions like marriage, house warming, illness and retirement through membership, donations and monthly subscriptions.
Non teaching	
Students	PTA raises fund at the time of admission and on special occasions to meet the special requirements of the students.

6.5 Total corpus fund generated

PTA- Rs. 4,58,506 Staff Club:Rs. 76016

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	Kannur University	yes	College Council
Administrative	yes	Govt. of Kerala and AG	yes	College Planning Board and Purchase Committee

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?

NA

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

The state government promotes autonomy of higher education institutions. However, only institutions with 'A' Grade of NAAC are eligible to apply for autonomy. Applications from eligible institutions are recommended by the university and the Kerala State Higher Education Council before the state government confers autonomy to the institution.

6.11 Activities and support from the Alumni Association

The alumni association of the college cooperates with the college in all its developmental efforts. It has taken special initiative in becoming a pressure group for getting more courses sanctioned for the college. The seminars and workshops in the college are conducted with the help of alumni association. It has also financially supported the Management Fest conducted by the college, and sponsored prizes and cash awards. Alumni have also formed a registered Educational Trust named Thanal to recognize and promote higher education among the students of this college. It awards cash prize and mementos to students who achieve meritorious distinction in competitive examinations.

6.12 Activities and support from the Parent – Teacher Association

PTA is next only to the college council in terms of the role it adorns in the maintenance and development of the college. The major source of fund for the maintenance of the physical facilities of the college is raised by PTA. Minor repairs and consumables are funded by PTA. Besides it has appointed a technical staff to support the smooth conduct of teaching and learning. Beautification of the campus, establishment of drinking water facility, management of discipline, purchase of stationery etc are facilitated by PTA. It also joins the council in pressurizing the government for additional courses and increase of intake. PTA is conducting orientation classes in the beginning of the first semester class.

6.13 Development programmes for support staff

For the support staff, office staff as well as the teaching staff, the Staff Club has been formed. Members from all categories are selected as office bearers. An amount is collected regularly for the functioning of the staff club. The club extends its assistance to any member in need such as medical treatment of self or family members, housewarming or marriage. The club also conducts annual tour program for the staff which cements up smooth interpersonal relationship among the college staff. The club conducts a chit fund which is a boon to anyone in need of financial assistance. They are also sent for training programs whenever there is a chance for training. The club promotes secular feelings among all by celebrating cultural events.

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

- Waste disposal system
- Green zone bio-park
- Plastic free initiative
- Sheltering endangered bird species- 'Edible Swift' is nested in the building itself.
- Herbarium
- Vegetable cultivation

Criterion – VII

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.

1. Effective Electricity power supply in all the sections of the academic with solar power. It ensures uninterrupted power supply to the departments and classrooms. The labs and class rooms function efficiently through constant power supply. The college is more self sufficient in extracting Electricity and save huge recurring expenditure on account of electricity bill.
2. A well functioning staff club which include all the teaching and Non teaching staffs of the College. Through Chit Fund collection, Club nurture the saving habits of the members and certain sum made available to the needy people on monthly basis.
3. Biometric Attendance management system functioning in a systematic manner with effective monitoring system.
4. College Development Committee formed and functioning by the support of the people from various sections. Constituent MLA is the chairman of the Committee and meeting convene on regular basis to discuss various developmental issues of the College.
5. Construction of a house to a poor family undertaken by the College and work of the same is in progress.
6. The Heritage Museum in the college is kept open to the general public in the special occasions .In each academic year new items are collected through special collection campaign .
7. The Heritage Museum in the college is enhanced with new collections and it is kept open for the public who visit the college on special occasions.

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

- Centralized Single Window admission has started in this academic year onwards
- Tutorial system strengthened by allotting sufficient time before and after the regular class.
- The functioning of laboratories started with solar energy
- Technical sanctioned had obtained for the construction of PG Block
- The functioning of the men's hostel and college canteen laws Inaugurated by the Minister of Tribal Development and Youth affairs and well equipped with sufficient amenities and utensils .
- Administrative sanction obtained for the Construction of the art auditorium

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

1. Construction of house to a poor family of the locality
2. Organic Vegetable gardening

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

7.4 Contribution to environmental awareness / protection

- Planting of seedlings inside the campus and Environment protection awareness class to the students in connection with world environment day
- With the aim of green campus initiative, mass tree mass tree planting program is continuing by the NCC and NSS .
- Conducted awareness program on wild Animal Protection among the students. The class was handled by the Environmental Activists.
- Organic Vegetable gardening was done by the students near to the campus. It has created a positive attitude towards the organic farming among the students.
- Natural study residential camp and Field visits were conducted .The main aim of this programme was to create environmental awareness among the students.
- All academic blocks of the college are functioning with solar energy and planning for supply of the same to administrative wing also.
- Actively participated in Social forestry activities in the public place by the students of the college

7.5 Whether environmental audit was conducted?

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

Strengths:

- ▶ Good infrastructure
- ▶ Enthusiastic & dynamic students
- ▶ Relevant Curriculum and Syllabi
- ▶ Experienced and Research Oriented Teachers
- ▶ Effective Mentoring System
- ▶ Good Parent Teacher Relationship
- ▶ Career Orientation

Weakness:

- ▶ The intake of the students are not in par with existing resources of the institution
- ▶ Limited time span for the completion of syllabus
- ▶ Insufficient Tie-ups with other Institution

Opportunities:

- ▶ Development of the institution as research centre

- ▶ Opportunity for more increasing the intake of the students
- ▶ Consultancy and Extension Service

Threats

- ▶ The policy of the Government of not giving sanction for more intake
- ▶ Poor Socio-economic Background of the Students
- ▶ Instability in the tenure of teaching faculties.

8.Plans of institution for next year

It is the aim of the college to continue the efforts towards quality improvement in the forthcoming academic year, that is 2016-17.

- Starting new UG and PG courses with the approval of state Government .
- Construction of PG block and Research Centre.
- Construction of Library Block
- To conduct National seminars and other academic related programs
- Construction of sports pavilion and gallery
- Construct a state of the art auditorium
- Complete the automation of library.
- Enhancing the facility of all departments with more infrastructure.
- To increase the infrastructure facility of college canteen.
- Extension of the existing open air auditorium with more surface area
- Construct a badminton court
- Give an Excellency award to the best out going student of the college sponsored by Staff club.
- Construction of new building for heritage museum.

