

**ANNUAL QUALITY ASSURANCE REPORT
(AQAR)**

2014-2015

**PAZHASSI RAJA NSS COLLEGE
MATTANUR**

Submitted to

NAAC

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

2014-2015

I. Details of the Institution

1.1 Name of the Institution

PAZHASSI RAJA NSS COLLEGE

1.2 Address Line 1

MATTANUR COLLEGE PO

Address Line 2

KANNUR DISTRICT

City/Town

MATTANUR

State

KERALA

Pin Code

670702

Institution e-mail address

prnsscollege@yahoo.com

Contact Nos.

0490-2471747
0490-2471253

Name of the Head of the Institution:

Dr K SANKAR

Tel. No. with STD Code:

0490-2471253

Mobile:

9446334343

Name of the IQAC Co-ordinator:

Dr P Balakrishnan

Mobile:

9495348214

IQAC e-mail address:

prnssiqac@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

KLCOGN14088

OR

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/53 A&A/ 03 dated 04/09/2010

1.5 Website address:

www.prnsscollege.ac.in

Web-link of the AQAR:

www.prnsscollege.ac.in/IQAC/AQAR

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.62	2010	2010-2015
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

11/06/2009

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

- AQAR 2010-11 submitted to NAAC on 01/08/2011
- AQAR 2011-12 submitted to NAAC on 22/08/2012
- AQAR 2012-13 submitted to NAAC on 26/11/2013
- AQAR 2013-14 submitted to NAAC on 05/12/2014

1.9 Institutional Status

University	State	<input checked="" type="checkbox"/>	Central	<input type="checkbox"/>	Deemed	<input type="checkbox"/>	Private	<input type="checkbox"/>
Affiliated College	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>				
Constituent College	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Autonomous college of UGC	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Regulatory Agency approved Institution	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				

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

Type of Institution	Co-education	<input checked="" type="checkbox"/>	Men	<input type="checkbox"/>	Women	<input type="checkbox"/>
	Urban	<input checked="" type="checkbox"/>	Rural	<input type="checkbox"/>	Tribal	<input type="checkbox"/>
Financial Status	Grant-in-aid	<input checked="" type="checkbox"/>	UGC 2(f)	<input checked="" type="checkbox"/>	UGC 12B	<input checked="" type="checkbox"/>
	Grant-in-aid + Self Financing	<input type="checkbox"/>	Totally Self-financing	<input type="checkbox"/>		

1.10 Type of Faculty/Programme

Arts	<input checked="" type="checkbox"/>	Science	<input checked="" type="checkbox"/>	Commerce	<input checked="" type="checkbox"/>	Law	<input type="checkbox"/>	PEI (Phys Edu)	<input type="checkbox"/>
TEI (Edu)	<input type="checkbox"/>	Engineering	<input type="checkbox"/>	Health Science	<input type="checkbox"/>	Management	<input type="checkbox"/>		
Others (Specify)	<input type="text" value="nil"/>								

1.11 Name of the Affiliating University (for the Colleges)

KANNUR UNIVERSITY

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

Autonomy by State/Central Govt. / University	<input type="text" value="No"/>		
University with Potential for Excellence	<input type="text" value="No"/>	UGC-CPE	<input type="text" value="No"/>
DST Star Scheme	<input type="text" value="No"/>	UGC-CE	<input type="text" value="No"/>

UGC-Special Assistance Programme

No

DST-FIST

No

UGC-Innovative PG programmes

No

Any other (Specify)

ASAP 4 Star
status by
KSHEC

UGC-COP Programmes

No

2. IQAC Composition and Activities

2.1 No. of Teachers

7

2.2 No. of Administrative/Technical staff

2

2.3 No. of students

2

2.4 No. of Management representatives

1

2.5 No. of Alumni

1

2.6 No. of any other stakeholder and
community representatives

2

2.7 No. of Employers/ Industrialists

-

2.8 No. of other External Experts

2

2.9 Total No. of members

17

2.10 No. of IQAC meetings held

08

2.11 No. of meetings with various stakeholders:

No.

02

Students

01

Faculty & Non-Teaching Staff

01

Alumni

--

Others

--

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

Yes

√

No

Received Rs.300000 on 13/06/2014 as seed money from UGC

2.13 Seminars and Conferences (only quality related)

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

Total Nos.

1

International

-

National

-

State

-

Institution Level

1

(ii) Themes

A one-day E-content Awareness Programme conducted by EMMRC, Calicut University for the teaching and non-teaching faculty of the institution

2.14 Significant Activities and contributions made by IQAC

- Collection & compilation of annual self appraisal reports of teaching faculty
- Preparation and submission of AQAR
- Preparation of Institutional academic calendar
- Compilation of best student research project
- Up gradation of College Website
- Environment awareness programme
- Faculty development programme

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. Preparation of AQAR for the year 2013-2014 2. To conduct an orientation Programme for first year students 3. To organise programmes beneficial for the students 4. To encourage departments to submit proposals to UGC for conducting National Seminars/workshop/conferences 5. To encourage teachers to submit Major/Minor research proposal to the UGC. 6. To conduct programmes for the quality improvement of the teaching and non-teaching staff 7. To encourage departments to take up extension activities 8. To strengthen campus placements 9. To take feedback from students at the end of the academic year 	<ol style="list-style-type: none"> 1. Submitted AQAR on 05/12/2014 2. The Students were made aware of the various facilities available in the college 3. Financial Literacy Programme, Motivation Programme, Health Awareness Programme, Online examination & Physical Training for girl students were conducted on behalf of IQAC. 4. Three departments submitted proposals and all were sanctioned by UGC. 5. Six teachers submitted proposals for Minor Research Projects 6. A one day workshop on 'E content Awareness Programme' was conducted by EMMRC, Calicut University was organised for the benefit of teaching & non-teaching staff of the college. The programme succeeded in creating an awareness on Multi-media presentations. 7. All departments took up extension/social responsibility activities during the academic year. 8. Ten students got campus placement. 9. The feedback were collected and reports given to the teachers.

2.15 Whether the AQAR was placed in statutory body

Yes



No

Management



Syndicate



Any other body

IQAC & College Council

Provide the details of the action taken

The Coordinator of IQAC prepared the AQAR in consultation with the members. The AQAR was then placed before the College Council and Management for verification and approval.

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	Research centre Chemistry	nil	nil	nil
PG	2	nil	nil	nil
UG	10	nil	nil	nil
PG Diploma	nil	nil	nil	nil
Advanced Diploma	nil	nil	nil	nil
Diploma	nil	nil	nil	nil
Certificate	UGC sponsored Foundation course in Human Rights Education	nil	nil	UGC sponsored Foundation course in Human Rights Education
Others	nil	nil	nil	nil
Total	12	nil	nil	01
Interdisciplinary	nil	nil	nil	nil
Innovative	nil	nil	nil	nil

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

The Curriculum includes Common Courses, Core, Complementary and Open Courses. Methodology, Informatics and Project work are part of the curriculum. The institution offers two options (Hindi & Malayalam) for the students to choose in the category 'Common Course' (additional language) and 9 options in the category 'Open Courses'.

(ii) Pattern of programmes: CCSS (Course Credit Semester System)

Pattern	Number of programmes
Semester	12
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.

Yes, there is a revision in the regulation and update of syllabus from 2014 Admission onwards. The salient features are

- Indirect Grading System based on a 7-point scale is used to evaluate the performance of students
- Each course is evaluated by assigning marks
- Internal Assessment carries 20% and external evaluation carries 80% of total marks
- 40% of aggregate marks and 40% separately for end semester examination for each course is needed for a pass
- Change in the model of question papers

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
45	34	10	Nil	1 (Part Time Law Lecturer)

2.2 No. of permanent faculty with Ph.D.

19

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
4	10	-	-	-	-	-	-	4	10

2.4 No. of Guest and Visiting faculty and Temporary faculty

Guest Faculty 10	FDP Substitute 2	Total 12
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	03	13	3
Presented papers	04	22	---
Resource Persons	0	03	-

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

- Departmental Time-Table and Academic Calendar prepared before the commencement of each semester.
- Preparation of daily work diaries by faculty
- Student centred teaching learning process
- Class room lectures supplemented with question answer sessions, class tests, home assignments and seminars
- Field Oriented Studies
- IT enabled Seminar presentations by students
- Participatory learning through discussions/talks/seminars/workshops/study Tours/Contests
- Remedial teaching and peer teaching
- Tutorial –ward system to meet the academic and personal needs of the students
- Mental imagery for new participants in all games

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

192

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

Online examination involving
multiple choice questions

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

BOS Members
12

Faculty Member
1 (Commerce)

2.10 Average percentage of attendance of students

90%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Grades obtained						
		A+	A	B+	B	C+	C	Pass %
English	26	0	0	3	7	11	0	80.77
Economics	52	0	1	18	12	14	4	94.23
History	51	0	0	2	18	16	1	72.55
Hindi	30	0	0	8	13	5	0	86.67

Commerce	59	0	2	22	14	12	1	86.44
Physics	36	0	4	9	6	3	0	61.11
Chemistry	29	0	1	15	7	3	0	89.66
Maths	45	0	3	13	14	5	0	77.78
Zoology	27	0	2	10	8	4	0	88.89
M.Com	12							83.33

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

- Generate quality consciousness among feedback sheets
- Organisation of programmes to improve the quality of teaching-learning process.
- The institutional Academic calendar is prepared by the IQAC at the commencement of the academic year specifying the major curricular and co-curricular activities to be undertaken.
- The Heads of the Department are asked to prepare the departmental Academic Calendar in accordance with the institutional Academic calendar.
- IQAC members are heads of the department and they monitor the teaching-learning activities in the departments
- Interaction with teaching faculty and students
- Teacher Evaluation, Department Evaluation and Curriculum Evaluation by students are undertaken at the end of every academic year.
- Conducting Result analysis

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	06
UGC – Faculty Improvement Programme	02
HRD programmes (FLAIR Programme of KSHEC)	05
Orientation programmes	05
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	07
Summer / Winter schools, Workshops, etc.	09
Others	02

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
UGC Librarian	01	Nil	01	-
Administrative Staff	13	Nil	04	-
Technical Staff	08	02	01	01 (computer teacher)

Criterion – III

3. Research, Consultancy and Extension

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

- Encourages faculty to submit research proposals to funding agencies for the award of Major and Minor Research Projects
- Encourage departments to submit proposals to UGC to Organise National Seminars/ Work shops/ Conferences
- Encourages faculty to attend seminars, to present and publish research papers
- Patent awareness programme

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	-	01	01
Outlay in Rs. Lakhs	12.82 L	-	12.82 L	12.82 L

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		4		
Outlay in Rs. Lakhs		520000		

3.4 Details on research publications

	International	National	Others
Peer Review Journals	4	1	-
Non-Peer Review Journals	-	02	-
e-Journals	-	-	-
Conference proceedings	02	06	-

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	2 Years	UGC	395000	395000
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
Any other(Specify)				
Total			395000	395000

3.7 No. of books published i) With ISBN No.

01
(Hindi)

Chapters in Edited Books

02
(English)

ii) Without ISBN No.

nil

3.8 No. of University Departments receiving funds from

NA

UGC-SAP

CAS

DST-FIST

DPE

DBT Scheme/funds

3.9 For colleges

Autonomy

nil

CPE

nil

DBT Star Scheme

nil

INSPIRE

nil

CE

nil

Anyother (specify)

Rs...77400/- received from Kerala State Higher Education Council, Government of Kerala under ASAP Foundation Course, WWS & SSP

3.10 Revenue generated through consultancy

Nil

Level	International	National	State	University	College
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3.11 No. of conferences
Organized by the
Institution

Number	-	01 Seminar	-	01	04
Sponsoring agencies	-	Department	-	KSCSTE	KSCSTE & PTA

3.12 No. of faculty served as experts, chairpersons or resource person 07

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	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
01	-	01 (Hindi)	-	-	-	-

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

Programme	No. of faculty	No. of students
Chemistry	01	03
Physics	01	05
Commerce	01	08

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

01

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

JRF

-

SRF

-

Project Fellows

01

Any other

University
fellowship-01

3.21 No. of students Participated in NSS events:

University level

10

State level

02

National level

01

International level

-

3.22 No. of students participated in NCC events:

University level

10

State level

02

National level

01

International level

3.23 No. of Awards won in NSS:

University level

-

State level

3

National level

6

International level

-

3.24 No. of Awards won in NCC:

University level

nil

State level

-

National level

-

International level

-

3.25 No. of Extension activities organized

University forum

-

College forum

13

NCC

01

NSS

04

Any other

-

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

- Blood Donation camp (Department of Zoology & NSS)
- Donation of dress materials to an Orphanage by NSS & NCC cadets
- Cleaning activities and tree plantation by NSS & NCC cadets
- Efforts to clean the college road by collecting the plastic litters - undertaken by the Women's cell
- Ground work of 'Home for Homeless' undertaken by the NSS
- Anti-tobacco rally by NSS
- Cleaning activities and manual work by NSS Volunteers in a nearby old age home

DEPARTMENTAL EXTENSION ACTIVITIES 2014-15

Department of English:

- Workshop on 'Techniques of English Teaching' for UP and High School teachers of Mattanur Municipality

Department of Malayalam:

- A one-day programme entitled 'The Malayalam Language Pedagogy and Intimation of Kerala Dance Performance' in association with Vidyarangam Kala Sahithyavedi, Mattanur

Department of Hindi:

- A two-day 'Hindi Exhibition' in the college for the benefit of nearby school, college and university students.
- A ten-day 'Hindi Exhibition' as part of the All-India Exhibition conducted in connection with Muchilottu Kavu Kaliyattam Festival, Cheruvathur, Kazaragod District
- Spoken class in Hindi for the children of Sachidananda Bala Mandhir, Mattanur

Department of History:

- 'Pazhassi Memorial Lecture' by Dr K K N Kurup and 'Pazhassi Exhibition' for the benefit of nearby school and college students

Department of Economics:

- 'Women Empowerment Programme' for Kudumbashree members of Mattanur Municipality

Department of Commerce:

- A survey on 'Financial Inclusion' in Keezhallur Panchayath

Department of Chemistry:

- 'Analysis of Well Water' in Mattanur Municipality

Department of Physics:

- Awareness Programme on 'Energy Conservation and Auditing' in Mattanur Municipality

Department of Mathematics:

- Mathematics Exhibition 'Elements 2015' conducted in the college and nearby school 'Niveditha Vidyalayam', Punnad for the benefit of school and college students

Department of Zoology:

- Training programmes in Vermi-composting, preparation of bio fertilizers, Apiculture and Ornamental Fish Farming for the benefit of parents

Department of Botany:

- Training programme in 'Mushroom Cultivation' for the public
- Training in 'Organic Farming' for the students
- Cultivation of organic vegetables to motivate students to take up food security projects

Department of Physical Education:

- Physical Training and guidance for the public

Vanithavedi

Cancer Awareness and detection camp in collaboration with Primary Health Centre, Mattanur

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 (in acres)	17.5	Nil	Management	16.5
No. of Class rooms	34.32	2	Management	34
No. of Laboratories	08	Nil	Management	08
No. of Seminar Halls	02	nil	Management	02
No. of important equipments purchased (\geq 1-0 lakh) during the current year.		03	UGC	03
Value of the equipment purchased during the year (Rs. in Lakhs)		1.1lakhs	UGC	1.1lakhs
Others	Nil	Nil	Nil	Nil

4.2 Computerization of administration and library

The administrative office is partially automated. There is local network connection and internet connectivity among various sections. A College automation software 'e-college solutions' with modules on student, staff, enquiry, students diary, staff diary, certificates and system administration was installed in the college office. The library is partially automated.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	30953	8359358	607	199833	31560	8559191
Reference Books	1790	1500000	29	18365	1819	1518365
e-Books	50	-	08	Free	058	-
Journals	19	7840	07	1150	26	8990
e-Journals	Nil	Nil	01	Free	01	-
Digital Database	N-List(1)	5000	-	-	1	5000
CD & Video	54	Free	10	Free	64	-
Others (specify)	-	-	-	-	-	-
Newspapers	07	15348	Nil	-	07	15348
Magazines	17	9813	2	1260	19	11073

4.4 Technology upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Printers	LCD projector
Existing	72	03	13	1	01	10	24	15	10
Added				Nil	-		04	01	01
Total				Nil	01	10	28	16	11

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

- Internet access in all departments, administrative office and Computer room
- High speed internet connectivity made available in the computer room for ASAP trainees
- 'E-content Awareness Programme' given to all faculty members under the auspices of IQAC.
- Updated computer literacy of students by giving up training in making power point presentations. Students given training in making PowerPoint presentations

4.6 Amount spent on maintenance in lakhs :

i) ICT

56360

ii) Campus Infrastructure and facilities

8263854

iii) Equipments

2376193

iv) Others

334817

Total :

1,10,31,224

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- The IQAC organises orientation programme for the first year degree students to familiarise them with the student support services available in the institution.
- In the weekly tutorial sessions the class tutors inform the students on the various services provided by the institution.
- The various scholarships available to the students are published in the college calendar.
- The IQAC assures that discovering students are applying for scholarships in time by notification & announcement the last date for submitting applications, the procedures for applying etc are intimated to the students through notices, announcements and are published on the college notice board.

5.2 Efforts made by the institution for tracking the progression

- Monitoring Mid- semester and model examinations conducted as per Academic calendar.
- Evaluation of Departmental results to track student progression.
- Course in change system
- Interaction with parents in the class PTA meetings convened once in every semester
- Constant contact with alumni.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
		03	-

(b) No. of students outside the state

01

(c) No. of international students

nil

Men	No	%	Women	No	%

Last Year (2013-14)							This Year(2014-15)						
General	SC	ST	OBC	OEC	Physically Challenged	Total	General	SC	ST	OBC	OEC	Physically Challenged	Total
552	68	30	490	39	06	1185	597	73	34	490	32	05	1231

Demand ratio: 10.2 Dropout %: 2.2%

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

UGC Financial assistance for 'Entry in Services' Coaching

Bank coaching for students (no. of classes)—

No. of student beneficiaries

128

5.5 No. of students qualified in these examinations

NET	01	SET/SLET		GATE		CAT	
IAS/IPS etc		State PSC		UPSC		Others	

5.6 Details of student counselling and career guidance

- Orientation programme on higher study options by all disciplines
- Motivation and Personality programme
- Group Counselling and Personal Counselling
- Mock Bank Test

No. of students benefitted

800

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
01	30	02	08

5.8 Details of gender sensitization programmes

- International women's day celebrated by college union in collaboration with women's cell
- Training Programme in umbrella -making given to girl students
- Soft skill development programme
- Books on 'Women Rights' distributed to students undergoing the 'Foundation Course in Human Rights Education' on World Women's Day
- Group and individual counselling done by Career guidance and counselling cell.
- Women's cell is functioning to ensure the welfare of girl students and to make them aware of gender related issues.
- Women empowerment programme were conducted.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support 2014-2015

	Number of students	Amount
Financial support from institution	14	6300/-
Financial support from government	40	3,62,000/-
Fee concession	911	26,83,705/-
Financial support from other sources (Sitharam Jindal Foundation Scholarship)	6	21600/-
Number of students who received International/ National recognitions	Nil	nil

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

07

5.13 Major grievances of students (if any) redressed:

- Improvement in infrastructural facilities
- Improvement in canteen facilities
- Two rain water harvesting tanks constructed to solve the problem of water shortage

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION

- To Excel in Quality and to Ensure Equity in the Field of Higher Education

MISSION

- To cater to the needs and aspiration of higher education in a just and equitable manner
- To produce and disseminate critical knowledge and scientific wisdom
- To fulfil the pedagogic needs of the region.
- To recognise and promote latent talents and special skills of students.
- To consistently aim for quality and uncompromised enquiry.
- To uphold democratic and multicultural values as the basis of higher education
- To serve the national vision and aspirations from a regional platform

6.2 Does the Institution has a management Information System

Yes, partially

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

6.3.1 Curriculum Development

- Curriculum development is done by the university as the college is an affiliated college. Twelve teachers are members of University Board of Studies. The teachers attend curriculum development workshop organized by the university. Institution undertakes regular feed-back on curriculum from final year students and the analysis of student feed- back is put under discussion in BOS meeting.
- Each department has a departmental club which conducts both curricular and co-curricular activities to enrich the syllabus content.
- The institution has successfully completed 5 batches of foundation courses in 'Human Rights Education' (funded by UGC) and the fifth batch is on-going.

6.3.2 Teaching and Learning

ICT enabled teaching is undertaken mainly in two departments. Students are encouraged to make power-point presentation of seminar topics. All efforts are taken to make teaching learner centric. Tutorial meetings are conducted every week. Peer teaching and remedial teaching are employed to make teaching-learning more effective. Annual student feed back help the teachers to improve their teaching methods in accordance with the student's expectations. All departments conduct college level competitions to develop the latent talents of the students.

6.3.3 Examination and Evaluation

The end semester examination is conducted by the university. The institution conducts mid-semester and model exams regularly. Besides, class tests, quizzes, home assignments, question-answer and problem solving sessions are also used for evaluation. The internal assessment of the students is done strictly based on the criteria stipulated by the university. The Grievance Redressal Cell of the institution provides the students an opportunity to redress their grievances, if any. This provides transparency and accountability to the evaluation processes.

6.3.4 Research and Development

All efforts are taken to inculcate a research culture in the institution. Nearly half of the teaching faculty are Ph.D holders, 3 out of them are approved guides of the universities & 2 teachers have benefited under FDP in the assessment year. Teachers are encouraged to take up minor or major research projects from funding agencies. Faculty members of physics and chemistry guide student projects from outside institutions. The Chemistry department is an approved Research Centre of the University and the Physics department has a Research Laboratory. Faculty and students of Botany department take up own research projects.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library: The central library which is partially automated has a good collection of books. Besides each department is having a department library and reading room.

ICT: There is one computer room which also act as a browsing centre. The administrative section is fully automated. All departments are equipped with computers, printers, internet connectivity and LCD projector.

Physical infrastructure: In the assessment year the management has made an investment of nearly Rs. 2 crores for improving the physical infrastructure of the institution. One class room and one seminar hall were newly constructed. The construction work of 9 additional class rooms was completed in the academic year 2014-15. The old buildings have been completely renovated.

6.3.6 Human Resource Management

The newly recruited teachers are given an orientation in teaching, mentoring and evaluation methods by the IQAC. Teaching and non-teaching faculty are encouraged to attend in-service training programmes, orientation and refresher programmes. Faculty members are entrusted with duties in which they are interested so that they get an opportunity to develop and utilise their potentialities. The students by participating in the various curricular and extra-curricular activities organized by the institution get an opportunity to develop their latent talents. Special programmes are arranged to felicitate the achievements of the students and the staff.

6.3.7 Faculty and Staff recruitment

Faculty and staff recruitment is done by the management in accordance with the norms stipulated by the university and the government. The vacancies are published in the daily news papers and the interview board consists of a government nominee, subject expert and representatives from the management. The procedure is fully transparent and hence the most competent candidates are appointed.

6.3.8 Industry Interaction / Collaboration

The 'Entrepreneurship Development Club' of the institution makes regular visit to industries. Study tours are compulsory for certain science subjects. Industrial visits are part of such study tours.

6.3.9 Admission of Students

The admission of students is done strictly in accordance with government rules and university procedures. The Admission Committee nominated by the College Council coordinates the entire process. The indexing of applications for admission is done using software and the rank list is published in the institutional website.

6.4 Welfare schemes for Teachers, Non-teaching and students

- Men's Hostel, Women's Hostel, Canteen, Co-operative store, Post Office, Girls room, and Play Ground are the main facilities available in the campus for promoting welfare of the students and staff.
- The students are benefitted by the various endowments given by the departments.
- The 'Student Support System' is an innovative Programme implemented by the institution to provide free luncheons, dress materials, books and hostel accommodation to financially poor and needy students.

The 'Staff Club' constituted to promote welfare of the faculty members meets regularly and arranges annual family get-together.

6.5 Total corpus fund generated

Nil

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	No	-	Yes	IQAC & College Council
Administrative	Yes	Government	Yes	Principal

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

For UG Programmes

Yes

☐

No

☒

For PG Programmes

Yes

☐

No

☒

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

NA

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

The Department Alumni Association arranges annual meetings and extent full support to institutional activities. Special programmes are organised by them to facilitate students who excel in studies, sports, games and cultural activities. Distinguished alumni are invited by departments to make motivational talks on higher study options, career opportunities and interact with the students.

6.12 Activities and support from the Parent – Teacher Association

The institution has an active PTA, which involves in every activity of the institution. The PTA Executive meets regularly and one general body meeting is convened every year. Besides class PTA meetings are convened once in every semester. The Association takes keen interest in felicitating meritorious students and students who bring laurels to the college. They extend financial help to improve infrastructural facilities, provide salary advance to guest faculty, to conduct extension activities, campus cleaning activities, etc. The

6.13 Development programmes for support staff

- Computer Training
- Installation of software to reduce work burden
- Inter and Intra developmental faculty improvement programmes

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

- Organic farming of vegetables
- Two rain water harvesting tanks constructed
- Campus cleaning by faculty and students.
- Tree plantation to make the campus a 'Green Campus'
- Setting up of a 'Butterfly Garden'
- New initiatives for solid waste management
- To make the campus 'plastic-free campus' students are asked not to bring plastic carry bags to the campus.
- Flex banners banned in the campus

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.

- Own research activities conducted by the faculty and students of Botany department
- Vocational training given to students in 'Mushroom Cultivation' to promote own enterprises at home
- New initiatives for solid waste management
- Organic farming of vegetables
- Certificate course in 'Income Tax' given to Commerce students
- Online examination –Multiple Choice Questions
- Physical training given to girl students
- Construction of two rain water harvesting tanks
- The decision to conduct at least one extension/social responsibility activity by all departments every year

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

- Steps initiated for NAAC Reaccreditation in the next academic year
- College website upgraded
- The renovation work of old buildings completed by the Management
- 4 teaching faculty, 1 UGC Librarian, 4 non-teaching faculty and 1 technician were newly appointed by the Management
- 6 faculty submitted proposals to UGC for Minor Research Projects
- 3 departments submitted proposals to UGC for conducting National Seminars/Workshop/Conference. All 3 were sanctioned by UGC.
- Internal examinations and other programmes conducted as per Academic Calendar
- All departments, NSS/NCC undertook extension/social responsibility activities
- Year-wise compilation of best student projects of all programmes
- The course profile of all programmes was prepared
- An 'E-content awareness programme' was conducted for the benefit of faculty
- 3 quality related programmes (Financial Literacy Programme, Motivation Class and Health Awareness Programme) were conducted by IQAC for the benefit of students
- An Online examination in Multiple choice questions was conducted
- Physical training was given to girl students
- Observation of International and national days of importance
- Celebration of national festivals
- Tree plantation to make the campus a 'green campus'
- New initiatives for solid waste management within campus
- Organic farming of vegetables within campus
- Construction of two rain water harvesting tanks by utilising UGC fund

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

1. Beginning the day with an inspiring thought.
2. Student support system-staff efforts to provide financial, emotional and moral support to students.

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

7.4 Contribution to environmental awareness / protection

- Celebration of World Environmental Day
- Observation of International Day for the preservation of Ozone layer
- Observation of Hiroshima day.
- National Environment awareness campaign funded by Ministry of Environment and Forests, Government of India.
- Tree plantation organised jointly by NSS, NCC and Nature club.
- Celebration of National Wildlife Week
- Efforts to make the college road litter-free
- College level competitions conducted in connection with World Environmental Day and National Wildlife Week
- New measures for solid waste disposal
- Vegetable cultivation based on organic farming

7.5 Whether environmental audit was conducted?

Yes

☐

No

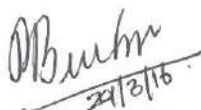
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7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

nil

8. Plans of institution for next year

- Strengthening of extension activities.
- Training/ awareness programme for school teachers.
- Departmental seminars for updating developments and trends in the concerned fields.
- Organization of national seminars sponsored by UGC in the odd semester itself.
- Retention of online examinations.
- Updating of college website.
- Strengthening of ICT enabled teaching.
- Continuation of programmes for improvement of health and fitness of girl students.
- Organization of an awareness programme on quality concepts in higher education and re-accreditation.
- Implementation of Bench marks in Research.
- Environment auditing.



Dr. Balakrishnan P

Co-ordinator, IQAC



Dr. K. Sankar

Principal

ANNEXURE I

Title of the practice:-Beginning the days with inspiring thoughts.

The Context- Inspiring thoughts motivate the younger generation and helps unleash the hidden energy in them which could be utilized effectively for individual, social and national development.

Objectives:-

1. Preparing a collection of thoughts of the greats
- 2 Entrusting the students to write one per day on notice board in classrooms and open sites for inviting attention
3. Discussion of the thoughts in the class room in the first hour (5 Minutes)
4. Analysing the results and monitoring the changes in students.

The Practice:- Teachers and Selected students collect inspiring thoughts which are maintained by a committee consisting of 3 faculties and selected students. One such thoughts is given to each department every day for publication. Students are informed of the practice and are directed to read the same regularly. Five minutes in the first hour is devoted to discussion. Students' changes are monitored and analysed during the tutorial hour. The practice is co-ordinated by IQAC.

Impact the purpose:-Students are taking the programme very seriously and they eagerly wait for the thoughts. They started making their own collection of thoughts.

Resource required:- Time and co-operation of faculties are the only resource required.

Annexure II

Title: Student support programme

Context: Students' financial security and well being are the essential pre-requisites for better academic performance. Government support alone has been found insufficient for the well being of students.

Objectives:

Identification of the needy students.

Fund raising

Distribution of cash awards to deserving students

Mentoring

The practice

The department tutors identifies the needy students by analyzing their socio-economic background. The process is co-ordinated by the Student Support System consisting of faculty members. Cash awards are distributed to selected students.

Obstacles faced

Inadequacy of teachers' contributions to meet the requirements

Impacts

Improvement in teacher-student relationship is felt.

Resources Required

More fund is required to meet the target.