

Annual Quality Assurance Report (AQAR)

2016-17



Sri C Achutha Menon Government College
Thrissur - 680 014



NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

P.O. Box No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

The Annual Quality Assurance Report (AQAR) of the IQAC

2016-17

Part – A

1. Details of the Institution

1.1 Name of the Institution

Sri.C.Achutha Menon Government College,

1.2 Address Line 1

Kuttanellur.P.O

Address Line 2

Thrissur

City/Town

Thrissur

State

Kerala

Pin Code

680 014

Institution e-mail address

govtcollegetcr@yahoo.co.in

Contact No.

+91487 2353022

Name of the Head of the Institution:

Dr. Babu C.C

Tel. No. with STD Code:

+91487 2353022

Mobile:

+919446345984

Vijayan.P.K

Name of the IQAC Co-ordinator:

Mobile:

+919961569291

IQAC e-mail address:

iqacscamgct@gmail.com

1.3 NAAC Track ID

15373

1.4 NAAC Executive Committee No. & Date:

EC/64/RAR/02 dated 08-07-2013

1.5 Website address:

<http://www.govtcollegethrissur.com>

Web-link of the AQAR:

www.govtcollegethrissur.com/aqar.php

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B+	78.20	2006	2006-2011
2	2 nd Cycle	B	2.71	2013	2013-2018
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

02/02/2006

1.8 AQAR for the year

2016-17

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 2013-14 Submitted to NAAC on 28-03-2018 (DD/MM/YYYY)

ii. AQAR 2014-15 Submitted to NAAC on 29-09-2018 (DD/MM/YYYY)

iii. AQAR 2015-16 Submitted to NAAC on 04-12-2018 (DD/MM/YYYY)

iv. AQAR _____ (DD/MM/YYYY)

1.10 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 checked="" type="checkbox"/>	No	<input 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	<input checked="" type="checkbox"/>	2(f)	<input checked="" type="checkbox"/>	UGC 12B
	Grant-in-aid +		Self	<input type="checkbox"/>			Financing
Totally Self-financing							

1.11 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"/>								

University of Calicut, Kerala,

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

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	<input type="text" value="No"/>	DST-FIST	<input type="text" value="No"/>
UGC-Innovative PG programmes	Any <input type="text" value="No"/>	Other	<input type="text" value="No"/>
UGC-COP Programmes	<input type="text" value="No"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="5+1(coordinator)+1(principal)"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="1"/>
2.3 No. of students	<input type="text" value="-"/>
2.4 No. of Management representatives	<input type="text" value="-"/>
2.5 No. of Alumni	<input type="text" value="-"/>
2. 6 No. of any other stakeholder and Community representatives	<input type="text" value="-"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="-"/>
2.8 No. of other External Experts	<input type="text" value="2"/>
2.9 Total No. of members	<input type="text" value="10"/>
2.10 No. of IQAC meetings held	<input type="text" value="4"/>

2.11 No. of meetings with various stakeholders:	Total	<input type="text" value="6"/>	Faculty	<input type="text" value="2"/>	
Non-Teaching Staff /Students	<input type="text" value="2"/>	Alumni	<input type="text" value="2"/>	Others	<input type="text" value="-"/>

2.12 Has IQAC received any funding from UGC during the year? Yes	<input type="text"/>	No	<input type="text" value="/"/>
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2.13 Seminars and Conferences (only quality related)

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

Total Nos.	<input type="text" value="1"/>	International	<input type="text" value="Nil"/>	National	<input type="text" value="Nil"/>	State	<input type="text" value="Nil"/>	Institutional level	<input type="text" value="1"/>
Ins		National		State				Institution Level	

(ii) Themes

Preparation of Academic Calendar and Semester Plan
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2.14 Significant Activities and contributions made by IQAC

- | |
|---|
| <ol style="list-style-type: none">1. Monitored all quality related activities in the college.2. Special induction programmes were arranged to newly joined faculty members3. Encouraged the teaching departments to undertake various research projects and to organise national level workshops/seminars.4. Prepared academic calendar with the active support of the teaching departments to the effective implementation of the teaching and learning process in the college.5. Analysed the efficiency of existing teaching learning mechanism based on students feedback with an intention to detect the existing deficiencies, if any and to devise suitable corrective measures to bring needed improvement in the system. |
|---|

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
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<ul style="list-style-type: none"> • Initiatives for the time bound completion of academic exercises. • Development of systems approach in internal evaluation. • Enrichment of academics • Initiative for excellence in arts and sports. • Measures to acquaint more and to preserve local historic values and culture • Career development of students 	<ul style="list-style-type: none"> • Designed academic calendar and course plan and strict adherence to the same for keeping the timeline in completion of teaching-learning practices. • Design and develop of a system that includes tests, assignments and seminars to make the evaluation of students more objective. • Organised national level seminars and workshops in the college. Moreover, faculty members and students have attended/presented papers in academic debates/ conferences/seminars in and outside the college. • Students were participated at national, state and University level competitions and bagged many prizes for their excellent performance. • Maintained a good collection of learning resources on local history and students have prepared projects on 'Local History and Culture' • Many classes were organised in the college to make the students aware about career opportunities and on how to build a successful career. Many students cleared NET/SLET examinations during the year.
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* Attach the Academic Calendar of the year as Annexure.

2.16 Whether the AQAR was placed in statutory body Yes ☒ No ☐

Management ☐ Syndicate ☐ Any other body ☐

☐ No ☐ No ☐ College Council

Provide the details of the action taken

AQAR was placed before the College Council for discussion and feedback. College Council reviewed AQAR and suggested to conduct invited talks/lectures of renowned academicians/practitioners to enrich the curriculum.

Part –
Criterion – I

B

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	4	-	-	-
UG	7	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	1 (DCA)	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
Total	12			
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

(ii) Pattern of programmes:

Pattern	Number of Programmes
Semester	11
Trimester	Nil
Annual	1

**1.3 Feedback from stakeholders*Alumni
Parents**

Parents

Employees
Employers

Students
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 college follows the syllabi of University of Calicut and the revisions made by the University during the year were duly incorporated into it.

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

No.

Criterion – II

2. Teaching, Learning and Evaluation

Total	Asst. Professors	Associate Professors	Professors	Others
46	43	3	Nil	Nil

2.1 Total No. of permanent faculty

2.2 No. of permanent faculty with Ph.D.

10

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
Nil		Nil	Nil	Nil	Nil	Nil	Nil	Nil	7

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

2.4 No. of Guest and Visiting faculty and Temporary faculty

10	nil	3(FDP)
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	8	28	6
Presented papers	03	20	2
Resource Persons	01	10	19

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

- Special coaching module to academically weak students.
- Peer teaching and classes lead by PG students for UG students on specific topics.
- Quizzes on the basis of business news reported in media to motivate the students to be up to date about the contemporary business arena. .
- Motivated students to work on corporate annual reports to get exposure on real reporting practices.
- Maintained a book bank consisting of career and syllabus based text books.
- Field study/study tour
- Movie screening on the literary text for better understanding.
- Encouraged students and teachers to write blogs of interest.
- Created social network groups of students and teachers to share important information on their academics.

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

198

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

Internal evaluation of students in the college was made through conducting written examination in university examination mode. The questions including both essay type and multiple choice questions were Xeroxed and supplied to students in exam halls. Presentations, debates and seminars were conducted to evaluate the students in terms of their oratory and creative thinking skills. Open book tests were also given to analyse, evaluate and synthesise the student's knowledge on specific subjects.

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

1	Dr.E.Murali	Member, Board of Studies UG (Management) University of Calicut. Member, Board of studies Commerce and management studies St.Thomas College(Autonomous) Thrissur. Member, Board of studies Commerce and management studies, Christ College(Autonomous), Irinjalakkuda. Member, Board of studies Commerce and management studies, Rajagiri College(Autonomous) Kakknad.
2	Sri. Manojkumar.P.S	Member, P.G Board of study, MG University, Kottayam Member, PG & UG Board of studies Maharaja college (Autonomous), Eranakulam. Special Invitee, Syllabus Development Committee, University of Calicut.
3	Smt. Sujisha T.G	Member , Board of Studies- BSc Psychology, University of Calicut
4	Sri.Suresh A K	Member, Board of studies-MSc Psychology University of Kerala.

Sl.	Name of the Faculty	Positions held
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2.10 Average percentage of attendance of students

<p>Commerce-94 % History- 81.2% Economics- 87 % English-88.6% Psychology- 86.7% Computer Science-87.5%</p>
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2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
M.com	16		43.75	43.75	6.25	93.75
M.A.English	14	Nil	85.71	14.28	Nil	100.00
M.A.Economics	13	Nil	69.23	15.38	Nil	84.6
M.A.History	12	Nil	91.66	Nil	Nil	91.66
B.Com	58	15.51	44.82	18.96	3.4	83.00
B.B.A	48	10.41	45.83	22.91	2.08	81
B.A.English	27		55.55	3.7	Nil	59.25
B.A. Economics	44		11.36	34.09	20.45	65.9
B.A.History	53	Nil	30.18	30.18	28.30	88.67
BSc Psychology	23	13	26	39	Nil	78.00
BSc Computer Science	21	9.52	52.38	nil	nil	61.9

2.12 How does IQAC contribute Monitor/ Evaluate the Teaching& learning processes:

1. Periodical evaluation of teaching and learning activities was made to ensure that the academic activities in the college are progressing in accordance with the academic calendar and semester plan.
2. Feedback was collected regularly from the students and Heads of Department had discussions with the teachers on issues to be redressed. Departments were encouraged conduct bridge courses and remedial classes.
3. Monitored the Internal Examination in its effective implementation. Moreover, appropriate suggestions were made to ensure the flawless conduct of the external examinations.
4. Gave direction to all departments to convene parents meeting both at class level and college level for discussing on the performance level of students.
5. Made proper liaison with the Academic Monitoring Committee to ensure an environment conducive for the promotion of teaching and learning in the college.

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 Programmes	3
HRD Programmes	Nil
Orientation Programmes	1
Faculty exchange Programmes	Nil
Staff training conducted by the university	1
Staff training conducted by other institutions	Nil
Summer / Winter schools, Workshops, etc.	13
Others	Nil

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	26	Nil	Nil	Nil
Technical Staff	Nil	Nil	Nil	Nil

Criterion – III

3. Research, Consultancy and Extension

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

IQAC had undertaken the following initiatives in promoting research climate in the institution:

Shared information on various seminars/ workshops/ training programme organised at state/national level and encouraged teachers to present papers/ participate in such academic deliberations.

Teachers were motivated to apply for major or minor projects or other research grants initiated by approved institutions and agencies.

A pool of resource persons from the college were identified to give directions or research advice to the faculty members who are pursuing their academic research.

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		4	3	
Outlay in Rs. Lakhs		4.78	4.08	

3.4 Details on research publications

	International	National	Others
Peer Review Journals	3	5	Nil
Non-Peer Review Journals			
e-Journals	Nil	Nil	Nil
Conference proceedings	Nil	3	Nil

3.5 Details on Impact factor of publications:

Range 1-4 Average 2.5 h-index 8 Nos. in SCOPUS 3

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 (Rs.)	Received
Major projects				
Minor Projects	2 years 2014-15 2015-17	UGC ,, ,,	7,00,00 1,75,000 2,33,000	62,500
Interdisciplinary Projects	Nil	-	Nil	Nil
Industry sponsored	Nil	-	Nil	Nil
Projects sponsored by the University/ College	Nil	-	Nil	Nil
Students research projects <i>(other than compulsory by the University)</i>	Nil	-	Nil	Nil
Any other(Fellowship)				
Total		-	4,78,000	62,500

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

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

Level	International	National	State	University	College
Number	1	3	0	1	11
Sponsoring agencies	Dept of History	DCE, Govt. of Kerala, Dept of History	-	PTA	PTA, Various Educational Institution and Persons

3.11 No. of conferences organized by the Institution

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

3.13 No. of collaborations: International Nil National 1 Any other 2

3.14 No. of linkages created during this year 3

3.15 Total budget for research for current year in lakhs (Rs.) :

From funding agency	4.78	From Management of University/College	Nil
Total	4.78		

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

3.16 No. of patents received this year

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
Nil	Nil	Nil	Nil	Nil	Nil	Nil

3.18 No. of faculty from the Institution who are Ph. D. Guides 2

And students registered under them 7

3.19 No. of Ph.D. awarded by faculty from the Institution 1

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

JRF	SRF	Project Fellow	Any	other	SRF
Project Fellows	Any other				
Nil	Nil		Nil		Nil

3.21 No. of students Participated in NSS events:

University level	Nil	State level	2
National level	2	International level	Nil

3.22 No. of students participated in NCC events:

University level		State level	36
National level	6	International level	Nil

3.23 No. of Awards won in NSS:

University level	0	State level	2
National level	2	International level	Nil

3.24 No. of Awards won in NCC:

University level	Nil	State level	Nil
National level	Nil	International level	Nil

3.25 No. of Extension activities organized

University forum	Nil	College forum	3
NCC		NSS	7
		Any other	

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

- Free consultancy service for the preparation of Income Tax returns and e-filling.
- Consultancies on research design and data analysis on free of cost to academic researchers.
- Prepared Local History projects.
- Four tons of E waste collected and handed over to Clean Kerala Company.
- Donated wheel chair.
- Financial aid for medical treatment.

- Home for the classmate.
- Home for a cancer patient.
- Planted thousand tree saplings.
- Conducted two blood donation camps.

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	25 acres	Nil		25 acres
Class rooms	34	Nil		34
Laboratories	3	Nil		3
Seminar Halls	5	Nil		5
No. of important equipments purchased (\geq 1-0 lakh) during the current year.		3	State Govt. UGC	
Value of the equipment purchased during the year (Rs. in Lakhs)		1.96		
Others(Ladies hostel)		1	State Govt. UGC	1

4.2 Computerization of administration and library

College office was automated in part with internet connectivity.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value (Rs.)	No.	Value (Rs.)	No.	Value (Rs.)

Text Books (including books for reference)	40862	89,93,750	1292	6,02,000	42153	95,95,750
Reference Books	6312	24,92,690	28	5600	6340	24,98,290
e-Books	2190	-	10	-	2200	-
Journals	15	-	2		17	-
e-Journals	838	-	42	-	880	-
Digital Database	Nil	-	nil	-	nil	-
CD & Video	46	-	nil	-	46	-
Others (specify)	nil		nil	-	nil	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others	
								TV	Projector
Existing	90	4	15	6	1	1	7	4	19
Added								3	
Total	90	4	15	6	1	1	7	7	19

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

4.6

- Orientation training was given to the newly admitted students in the college on the use of ICT in learning.
- Training programme to the post graduate students on accessing web resources.
- Classes were arranged to demonstrate the use of data analytics software like MS Excel, and SPSS in the preparation of academic project reports/ dissertations.
- Additional ICT resources were procured and the teachers were advised to adopt ICT based teaching methods.

Rs. 34,580/-

Amount spent on maintenance in lakhs (Rs.):

i) ICT

ii) Campus Infrastructure and facilities

Rs. 8,68,311/-

Rs. 1,25,316/-

iii) Equipments

iv) Others

Nil

Total :

Rs. 10,28,207/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The college offered many student support programs that aims to affect the cognitive and psychological behaviour of students. The programs can also be expected to enhance the employability skills of the students. Under the initiative of IQAC, special induction on such programmes was organised for students at the beginning of academic year.

IQAC rendered advisory support to the website designing/maintenance team and has taken effort to make timely updating and publishing of Academic Calendar and College Handbook. Initiatives were made to ensure that the students are being aware of various scholarships/awards and encourage them to apply for the same. IQAC members of the department were much keen on the information reach of student support programmes among the eligible students and made sure that the students were really

5.2 Efforts made by the institution for tracking the progression

Special efforts were taken to guide the students to reach higher goals in their lives to pursue higher academics and profession.

Students aspirations were recorded in the mentor's file and motivated them to achieve their dreams.

Monitored the functioning of student support services in the college that include remedial coaching, career guidance and counselling.

Measures were taken to ensure that the students are getting maximum from the Government sponsored student oriented programmes like Walk With Scholar, Student Support Programme and Additional Skill Acquisition Programme.

Conducted periodical review meetings of the convenors of various student support forums and the talent clubs and provided needed supports to make better their performance.

UG	PG	Ph. D.	Others
980	148	Nil	22(CCEK)

5.3 (a) Total Number of students

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

No	%
312	27.65

No	%
816	72.34

Men

Women

Last Year						This Year					
General	SC	ST	OB C	Physically Challenged	Total	General	SC	ST	OB C	Physically Challenged	Total
402	19 4	14	412	10	1032	417	18 6	16	503	6	112 8

Demand ratio :1:12

Dropout %: Economics-%; English-10.34%; Commerce-1.6%; History-7.4%; Computer Science-1.20%
Psychology-8%

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

Department of History: UGC NET coaching; Quiz and Essay competitions.
Department of English: UGC NET coaching.
Department of Commerce: UGC NET/SET coaching. Needed guidance for the students in preparing for CAT/CMAT examinations
Economics: UGC NET coaching

No. of students beneficiaries

123

5.5 No. of students qualified in these examinations

NET

5

SET/SLET

4

GATE

CAT

IAS/IPS etc.,

State PSC

UPSC

Others

5.6 Details of student counselling and career guidance

- College maintained a special Counselling centre in association with Department of Psychology to counsel students who are facing issues at different levels in their personal lives.
- Career Guidance cell of the college, for the students, organised many classes to design their career plans and to guide them on how to get placement in Public/ Private institutions.
- The teaching departments in the college arranged classes discussing the prospects of the higher education in the respective domain.

No. of students benefitted

256

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
Nil	Nil	Nil	Nil

5.8 Details of gender sensitization programmes

Department of History organized Gender Sensitizations Programme titled ‘Saksham and Samagathi’ to create awareness among students on Sexual harassment and Domestic violence. Moreover, department has conducted seminars and talks on gender issues.

Women cell of the college organised the following programmes:

Talks on ‘Influence of Gender in Classical Dance’ and ‘Cinema and Women’

Meet with transgender titled ‘Oruma’

Seminar on ‘Cyber crimes and Cyber security’ in collaboration with HRDC Thiruvananthapuram

‘Nirbhaya Self Awareness, Self Protective and Self Defensive Programme’ in collaboration with Kerala Police.

5.9 Students Activities

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

State/ University level	95	National level	4	International level	Nil
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No. of students participated in cultural events

State/ University level	Nil	National level	Nil	International level	Nil
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5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level	11	National level	4	International level	Nil
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Cultural: State/ University level		National level		International level	
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5.10 Scholarships and Financial Support

	Number of students	Amount (Rs.)
Financial support from institution	Nil	Nil
Financial support from government	1102	27,24,800

Financial support from other sources(students and teacher alumni)		57300 pta
Number of students who received International/ National recognitions	Nil	

5.11 Student organised / initiatives

Fairs : State/ University level	<input type="text" value="1"/>	National level	<input type="text" value="Nil"/>	International level	<input type="text" value="Nil"/>
Exhibition: State/ University level	<input type="text" value="Nil"/>	National level	<input type="text" value="Nil"/>	International level	<input type="text" value="Nil"/>

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed;

1. No serious grievances on academic matters were raised by the students during the year. However, the following initiatives were taken to satisfy the student needs in different dimensions:

- Ladies' hostel started functioning on 22nd September 2016
- Constructed Kabadi court.
- Provided coaching on specific sports events like volley ball, Kabadi, rustling, football and boxing.
- Strengthened the drinking water facility in the campus.
- With help of PTA, the college provided Photocopying facility to the students at concessional rate.
- Purchase of the following resources for the benefit of the students:
 - Three LED TV
 - Library books
 - Sports equipments

4. Provided UGC NET coaching to P.G students and remedial coaching to academically weaker students on free of cost.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

6.2 Does the Institution has a management Information System

College maintains an automated office system.	VISION- To
<p>mainstream the institution as a college that provides quality higher education and produces intellectually competent, emotionally balanced, morally strong and socially committed citizens</p> <p>MISSION- To impart and disseminate knowledge in an enabling academic environment to all sections of society with special reference to the educational, social, cultural</p>	

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

6.3.1 Curriculum Development

Since the college is affiliated to University of Calicut, it has to follow the curriculum designed by University. Nevertheless, several faculty members actively participated in the workshops organised by the Board of studies of university for the curriculum development.

6.3.2

Teaching and Learning

- ICT supported teaching and learning practices provided in and outside classrooms.
- Pursued learner centric approach in which students were motivated to prepare and present seminars, assignments and terms papers as academic exercises.
- Peer teaching was encouraged among students.
- Learning level of students was identified, based on which different enrichment programmes at governmental level were offered.
- Case studies on various social and economic issues were given to students to develop their wisdom and practical skills through linking the learning experiences with real lives.

6.3.3 Examination and Evaluation

6.3.4

College is not an autonomous body; hence the external evaluation was made under the strict monitoring of university of Calicut. Nevertheless, initiatives were made to do students evaluation through making test papers and internal examinations in university format at college level.

Seminars and assignments by students were made to evaluate their performance on a continuous basis.

Quizzes and mock tests were given to students to test their spontaneity in answering questions and to develop their skills to think objectively on various academic topics.

Research and Development

- Ten faculty members have PhD as the highest qualification.
- Fifteen faculty members are pursuing PhD.
- Eleven research publications were made in Journals/books of reputed publishers.
- One faculty member has been undertaking UGC major research project and four were undertaken minor research projects.
- One international seminar, three national seminar and twelve college level seminars were conducted.
- Two of our faculty members are research guide.

6.3.5 Library, ICT and physical infrastructure / instrumentation

6.3.6
Human

For strengthening library, ICT and physical infrastructure in the college, the following activities were done.

- New books including reference books costing Rs.602,000 were purchased. Moreover, significant number of e-books, e-journals were acquired
- Three LED costing Rs. 145,000 were purchased to enhance ICT based learning.
- Using financial assistance from State Plan fund constructed a Kabadi court
- Furniture worth Rs.335,000 water pump sets worth Rs. 68,300 were purchased.
- Sports equipments worth Rs. 99,000 were purchased.
- Psychology lab equipment for Rs. 14,000 was bought.

Resource Management

6.3.7

Faculty and Staff recruitment

Both teaching and non-teaching staff of the college have undergone the following training programmes organised by government agencies to enhance their expertise:

1. Faculty members of various departments attended sixty seven national and international seminars during the period.
2. One faculty member has attended orientation programme and two faculty members have attended Refresher courses conducted by HRDC of UGC.
3. Three faculty members gained the benefits of faculty improvement programme of UGC.
4. Fifteen faculty members attended workshop/winter or summer school.
5. College conducted three national and one international seminars by utilising financial assistance from Government of Kerala.
6. Five non- teaching staff members have gone for IMG training with duration of two to five days.

The teaching and non-teaching staff members were appointed by the Kerala Public service commission purely on merit basis after conducting test and interviews.

6.3.8 Industry Interaction / Collaboration

Nil

6.3.9 Admission of Students

Admission for UG programmes was done by the University through Centralised Admission Process. PG admission was done by the duly constituted Admission committee and was purely on the basis of merit, reservations and other rules and regulations of the Government of Kerala and

Teaching	Nil
Non teaching	Nil
Students	PTA, Central and State Governments

6.4 Welfare schemes for

6.5 Total corpus fund generated

Rs. 27,24,800+Rs. 57,300

6.6 Whether annual financial audit has been done: Yes

☒

No

☐

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		Yes	
Administrative	yes	A.G	Yes	DCE

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?

Not Applicable

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

6.11 Activities and support from the Alumni Association

Not Applicable

Alumni of the college have donated books and other learning resources to library. Many college level contest and competitions were conducted for the students. Financial support was extended to Pain and Palliative care unit of Thrissur. Awards were given to toppers in University examinations. Commerce alumni entrusted financial aid to economically deprived meritorious students pursuing BCom program in the college.

6.12

Activities and support from the Parent – Teacher Association

PTA of the college has given financial support to the following:

- Maintenance and up keeping of drinking water resources of the college.
- Financial support to students to enrich their curricular and extracurricular activities.
- Arranged invited talks of experts from different fields to facilitate the academic development in the college.
- Repairs and maintenance of building and other fixed assets.

6.13

Development programmes for support staff

- Deputed administrative staff of the college for various refresher training and skill development programmes organised by IMG and other approved training centres.
- More initiatives were taken to renovate and modernise the administrative system in the college.
- Skill training on office automation was given to the specified staff in the

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

- Nature Club of our college planted forty seedlings of trees in the campus.
- Conserving a Goose berry garden in the campus to inculcate a thought of preserving medicinal plants for their sustainable use among students.
- College protected a copse of Indian devil trees (ALSTONIA SCHOLARIS) which were planted years back.
- College has been maintaining a “Nakshatravana” a sacred grove of 27 plants which add protection to its environment.
- Planted thousand saplings in and around the college.

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.

- ICT based teaching and learning
- Academic projects addressing the specific socio economic issues
- Blog writing
- Distribution of saplings of trees to students and teachers
- Collection of e-waste
- Meet with successful entrepreneurs
- Skill enhancement programs
- Organised film festivals
- Making of Short Films
- Awareness programs on cyber crimes and narcotic abuses
- Anti-ragging awareness campaign for hostel inmates as well as day scholars
- Women empowerments through seminars and awareness campaigns
- Celebrated Heritage Week
- Conducted a number of open discussions on contemporary socio-economic issues by CPID, an informal of Department of Economics.

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

Action taken Report (ATR):

- Received funds from RUSA to enhance as well as refurbish infrastructure base of the college.
- Received funds under State Plan fund for the construction of 'Science Block'
- Hostel for Girl students started functioning on a full-fledged basis.
- Upgraded P.G Department of commerce to approved research centre under University of Calicut.
- Organised one international and three national level seminars with financial support of DCE Kerala
- Improved amenities in the form of safe drinking water sources and hygiene toilets.

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

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

7.4

I. Greening of Campus with encouraging Organic Farming

The College took measures to maintain its campus green. A significant area of land kept unexploited that creates a sense of feelings among students on the importance of protecting the biodiversity for the sustainable growth of mankind. College, more specifically through the NSS units, used our spare fertile land for organic farming activities which, enable us to find funds for part financing of our extension programmes.

II. Tutorial System

Maintained a regular tutorial system in which teachers assume the role of tutors for the students assigned. The tutorial system was more personalised where the tutors more often either individually or in small group attend their students' needs or foster close relationship with them. The system enables us to help students to nurture positive qualities in their personal as well as career development process.

Contribution to environmental awareness / protection

1. Planted trees in the college with the help of Old Students' Association and Nature club.
2. Conducted awareness programs among students on the importance of environmental protection under 'Swatch Bharath Mission'.
3. Discouraged the use of Plastic in the campus.
4. Campaigns and seminars were conducted for students to make them aware of climate change and environmental issues.

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

SWOT Analysis

1. Strengths

- Well defined objectives consistent with the mission and goals of the College.
- 25 acres vast campus area with potential for future expansion.
- College cooperative store promoted by the staff supplying stationery, books and other course materials to stakeholders at a subsidised rate.
- A well-structured organizational set up.
- Governance as per the Act and Statutes passed by the State Legislative Assembly
- Transparency and accountability in administration.
- Broad based channels of communication within the College.

- Planning educational, research and extension programmes with vision and foresight.
- Selection of students strictly based on merit.
- Well-defined student admission policy
- Transparency in selection processes
- Meritorious background of selected students
- Higher degree of student retention
- Higher academic credentials of faculty
- Transparent and merit-oriented Faculty recruitment
- Appropriate assessment mechanisms for students' academic achievement
- Reasonably good facilities for co-curricular and extracurricular activities.
- Very good College library with sufficient number of books, journals
- Satisfactory welfare schemes for students
- Strong support from the local community

2 Weaknesses

- Insufficient space for classrooms
- Inadequacy of space in common facilities including auditorium and canteen
- Inadequacy of financial resources for maintenance and renovation of existing facilities
- No hostel facilities for boys. Similarly no provisions for staff quarters
- No separate platform for the benefits of differently abled students
- Inability to take up periodical maintenance of college buildings satisfactorily
- In-sufficient space for expanding library facilities
- Insufficient number of Under Graduate programmes in Science stream . Similarly no Post Graduate programme in Science stream.
- Deficiency in digital learning resources to cater the needs of entire students community.
- Lack of initiatives from the alumni in contributing to growth of the institution
- None of the departments are research centres.

3 Opportunities

- Increasing number of applicants for our flagship programs
- Greater emphasis on business education in the 12th Plan
- Opportunities for consultancy services
- Institutional support services for research and extension activities
- New initiatives of the state government such as ASAP, WWS, SSP etc

4 Threats

- Privatization of higher education
- Delay in sanctioning of permanent posts for newly begin programs
- Reluctance from the part of corporate for campus placement
- No academic autonomy
- Difficulty in the timely implementation of the projects due to the procedural complexities.

8. Plan of Action for the year 2016-2017

Plan of Action for the year 2017-2018

- Seek additional funds from RUSA
- Uplift the College to a Centre of Excellence
- Submit Proposal for Seminars/Workshops to UGC and Directorate of Collegiate Education of Kerala
- Upgrade P.G Departments to Research Centres under University of Calicut

Name: Vijayan.P.K

Name: Dr.Babu.C.C

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Annexure I

ACADEMIC CALENDER FOR UNDER GRADUATE PROGRAMS FOR THE YEAR 2016-2017

Events	I Semester	II Semester	III Semester	IV Semester	V Semester	VI Semester
Commencement of Classes:	1st July 2016	15th November 2016	3rd June 2016	15th November 2016	3rd June 2016	1st November 2016
Internal Examination I	Second week of September 2016	First week of January 2017	Second week of September 2016	First week of January 2017	Second week of September 2016	Third week of December 2016
Internal Examination II	Third week of October 2016	Third week of March 2017	Third week of October 2016	Third week of March 2017	Third week of October 2016	Last week of February 2017
Publication of Internal Marks & Forwarding the same to University	4th December 2016	10th April 2017	4th November 2016	4th April 2017	4th November 2016	3rd March 2017
University Examinations	Jan-2017	May-2017	Nov- 2016	May-17	Nov-2017	Mar-17

ACADEMIC CALENDER FOR POST GRADUATE PROGRAMS FOR THE YEAR 2016-2017

	I Semester	II Semester	III Semester	IV Semester	<i>Note: College follows the Academic Calendar provided by University of Calicut</i>
Commencement of Classes:	1st August 2016	1st January 2017	1st July 2016	30th December 2016	
Internal Examination I	Second week of October 2016	Last week of February 2017	Second week of September 2016	First week of February 2017	
Internal Examination II	Third week of November 2016	Last week of March 2017	Last week of October 2016	Third week of March 2017	
Publication of Internal Marks & Forwarding the same to University	29th December 2016	29th April 2017	24th November 2016	23rd June 2017	
University Examinations	Jan-2017	Jun-2017	Jan-2017	Jun-2017	

Annexure II

Feedback Analysis: 2016-2017

No	Departments	Feedback from Students								Feedback from Alumni		Feedback from Parents	
		Teacher Effectiveness		Contents of Syllabi		Infrastructure		Overall Evaluation					
		Mean Score	Impression	Mean Score	Impression	Mean Score	Impression	Mean Score	Impression	Mean Score	Impression	Mean Score	Impression
1	Commerce	3.7	Very Good	3.6	Very Good	3.1	Good	3.5	Very Good	3.4	Good	3.5	Very Good
2	Economics	3.5	Good	3.5	Very Good	3.2	Good	3.3	Good	3.2	Good	3.3	Good
3	English	3.4	Good	3.6	Very Good	3.1	Good	3.3	Good	3.2	Good	3.1	Good
4	History	3.2	Good	3.6	Very Good	3.1	Good	3.2	Good	3.0	Good	3.1	Good
5	Psychology	3.4	Good	3.5	Very Good	2.3	Satisfactory	3.2	Good	* Newly Started Courses		3.2	Good
6	Computer Science	3.0	Good	3.6	Very Good	2.2	Satisfactory	3.0	Good			2.7	Good
7	General	3.3	Good	3.6	Very Good	3.0	Good	3.3	Good	3.2	Good	3.0	Good

*Score 3.5 -4.0 Very Good; 2.5- 3.49 Good; Satisfactory 1.5 - 2.49; 0 - 1.49 Not Satisfactory