Annual Quality Assurance Report (AQAR)
2017-18

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, Banglore - 560 072 India

The Annual Quality Assurance Report (AQAR) of the IQAC

2017-18

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

http://www.govtcollegethrissur.com

1.5 Website address:

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	1st Cycle	B+	78.20	2006	2006-2011
2	2nd Cycle	B	2.71	2013	2013-2018
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC :

02/02/2006

1.8 **AQAR for the year**

2017-18

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

    i. AQAR 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 2016-17 Submitted to NAAC on 31-12-2018   (DD/MM/YYYY)

1.10 Institutional Status

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

Affiliated College   Yes [√]   No [ ]

Constituent College   Yes [ ]   No [√]

Autonomous college of UGC   Yes [ ]   No [√]

Regulatory Agency approved Institution   Yes [√]   No [ ]

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

Type of Institution   Co-education [√]   Men [ ]   Women [ ]

Urban [√]   Rural [ ]   Tribal [ ]

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

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

1.11 Type of Faculty/Programme

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

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

Others   (Specify)   [.Nil]

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	No	UGC-CPE	No
DST Star Scheme	No	UGC-CE	No
UGC-Special Assistance Programme	No	DST-FIST	No
UGC-Innovative PG programmes	Any No	Other	No
UGC-COP Programmes	No		

2. IQAC Composition and Activities

2.1 No. of Teachers

5+1(coordinator)+1(principal)

2.2 No. of Administrative/Technical staff

1

2.3 No. of students

-

2.4 No. of Management representatives

-

2.5 No. of Alumni

-

2. 6 No. of any other stakeholder and

Community representatives

-

2.7 No. of Employers/ Industrialists

-

2.8 No. of other External Experts

2

2.9 Total No. of members

10

2.10 No. of IQAC meetings held

4

2.11 No. of meetings with various stakeholders: Total   6   Faculty   2

Non-Teaching Staff /Students   2   Alumni   Others   -

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

2.13 Seminars and Conferences (only quality related)

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

Total Nos.	International		National		State		Institutional level	
Ins	National	1	State	Nil	State	Nil	Institution Level	1

.

(ii) Themes

Preparation of Academic Calendar and Semester Plan

2.14 Significant Activities and contributions made by IQAC

> 1. Monitored all quality related activities in the college.
>
> 2. Special induction programmes were arranged to newly joined faculty members
>
> 3. 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 corrective measures to make better the system.
>
> 6. Professionals, practitioners and experts from respective areas were invited to lead classes for career development. The programs enabled the students to interact with the personalities who have proved successful in different spheres of social and economic lives and enlightened thoughts to use their

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

• Initiatives for the time bound completion of academic exercises.	• Designed academic calendar and course plan and strict adherence to the same for keeping the timeline in completion of teaching-learning practices.
• Development of systems approach in internal evaluation.	• Design and develop of a system that includes tests, assignments and seminars to make more objective evaluation of students.
• Enrichment of academics	• 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.
• Initiative for excellence in arts and sports.	• Students were participated at national, state and University level competitions and bagged many prizes for their excellent performance.
• Measures to acquaint more and to preserve local historic values and culture	• Maintained a good collection of learning resources on local history and students have prepared projects on 'Local History and Culture"
• Career development of students	• 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.

* Attach the Academic Calendar of the year as Annexure.

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

Management   ☐ No   Syndicate   ☐ No   Any other body

Provide the   details of the   action taken   │ College Council │

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 – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	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	nil

1.3 Feedback from stakeholders*Alumni ∫ Parents ∫ Employees Employers Students Students ∫
Parents
(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. applied to university of Calicut for new courses such as B.Sc.Physics, B.Sc Chemistry, B.Sc Zoology and B.Sc Botany.

Criterion – II

2. Teaching, Learning and Evaluation

Total	Asst. Professors	Associate Professors	Professors	Others
45	41	4	Nil	Nil

2.1 Total No. of permanent faculty

2.2 No. of permanent faculty with Ph.D.

12

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

11	nil	1(FDP)

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level

Attended Seminars/ Workshops	3	56	4
Presented papers	03	22	1
Resource Persons	01	19	3

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 academia.

- Discussion on the incidence of Government budgets on different segments of the economy.

- New-Audio and visual aids were introduced by the teachers

- Theatre in education was introduced and theatrical adaptation of the literacy text was used for the better understanding of the text.

- Students were encouraged to create blogs of interest and participate in discussions for skill development.

- Celebrated World Mental Health day on October 10 2017.

- Histoculture 2018 was conducted by the department of History to promote local history studies and to develop a history community among students who pursue higher education in History.

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

198

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 examinations and multiple choice questions based tests were also given to analyse, evaluate and synthesise the student's knowledge on specific subjects.

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

		Positions held
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	Dr. Ajitha.T.S	Member Board of Studies- B.A Sanskrit, University of Calicut.
5	Dr.B.Vijayakumar	Member P.G. Board of Studies, Hindi, University of Calicut. Member, UG Board of Studies,Hindi, St.Josephs College Irinjalakkuda Member, UG Board of Studies, M.A.College, Kothamangalam

Sl.	Name of the Faculty

2.10 Average percentage of attendance of students

Commerce-93
History- 80.2
 Economics- 87 %
 English-63.8%
Psychology- 80
Computer Science-86.1

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	56.25	37.5	-	-	94
M.A.English	20	Nil	25	75	Nil	100.00
M.A.Economics	22	Nil	31.8	68.2	Nil	100
M.A.History	18	Nil	Nil	100	Nil	100
B.Com	64	15.62	65.62	9.37	-	91.00
B.B.A	49	2.04	75.51	6.12		84.00
B.A.English	35		2.8	17.14	25.71	45.00
B.A. Economics	58		5.17	25.86	nil	31.03
B.A.History	40		5	12.5	37.5	55.00
BSc Psychology	24	8.3	25	25	21	79.16

BSc Computer Science	24	4.16	12.5	nil	nil	16.67

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 Departments had discussions with the teachers on issues to be redressed. Departments were encouraged to conduct bridge courses and remedial classes to make better the learning skills among students.

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.

6. Awards and endowments were initiated for students who have shown outstanding performance in both academic and extra-curricular activities.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	5
UGC – Faculty Improvement Programmes	1
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.	10
Others	1

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	24	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.

Teachers who have made significant achievement in the domain of research in the form of award of PhD, research projects funded by approved institutions and publications in journals of national and international repute, were appreciated regularly in a deserving mode.

Students were encouraged to undertake their projects studies on topics which are socially relevant or that have further scope for their higher education. The students, particularly P.G students were motivated to participate in project competition or to present papers on the topic in various national and international seminars.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	1	1	Nil
Outlay in Rs. Lakhs	Nil	3.73	3.73	Nil

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	3	3	Nil
Outlay in Rs. Lakhs	Nil	5.08	5.08	Nil

3.4   Details on research publications

	International	National	Others
Peer Review Journals	5	6	1
Non-Peer Review Journals	Nil	Nil	Nil
e-Journals	Nil	Nil	Nil
Conference proceedings	Nil	3	Nil

3.5 Details on Impact factor of publications:

Range [2-5]   Average [2.5]   h-index [5-10]   Nos. in SCOPUS [2]

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	2015-18	UGC	373000	
Minor Projects	2 years	UGC ,, ,,	7,00,00 1,75,000 2,33,000 50000 50000	62,500 45000 45000
Interdisciplinary Projects	Nil	-	Nil	Nil
Industry sponsored	Nil	-	Nil	Nil
Projects sponsored by the University/ College	Nil	-	Nil	Nil
Students research projects (other than compulsory by the University)	Nil	-	Nil	Nil
Any other(Fellowship)			Nil	Nil
Total		-	9,51,000	152,500

3.7 No. of books published   i) With ISBN No. [4]   Chapters in Edited Books [Nil]

ii) Without ISBN No.   [Nil]

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
                          Nil   Nil   Nil

    INSPIRE   CE   Any   other (specify)
                   Nil   Nil   Nil

3.10 Revenue generated through consultancy
                                              Nil

Level	International	National	State	University	College
Number		2	0		8
Sponsoring agencies		DCE, Govt. of Kerala,Dept of History	-		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   12

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

3.14 No. of linkages created during this year   1

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

From funding agency   From Management of University/College

Total   9.51   Nil

                    9.51

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

	Commercialised	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 Nil   Any other Nil   Nil   Nil

3.21 No. of students Participated in NSS events:

University level   3   State level   nil

National level   2   International level   Nil

3.22 No. of students participated in NCC events:

University level NilL   State level   70

National level   10   International level   Nil

3.23 No. Of Awards won in NSS:

University level   State level   1
2

National level   International level   1
nil

3.24 No. Of Awards won in NCC:

University level   State level   Nil
Nil

National level   International level

Nil   Nil

3.25 No. of Extension activities organized

University forum | Nil | College forum | 3 |

NCC | Nil | NSS | 7 | Any other | Nil |

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

- Created awareness among students about provincial places of Thrissur through Local History Project.

- Taken Classes to Higher Secondary and High School Teachers in connection with the Orientation Programme in Hindi Language, Literature and Grammar.

- Free consultancy service for the preparation of Income Tax returns and e-filing.

- Free consultancy for the preparation of sampling of research design for academic research.

- Two blood donation camps.

- Two homes were constructed for homeless by spending 8.5 lakhs.

- Took initiative in fixing artificial limb for a 20 year boy.

- Constructed toilet for slum dwellers at Kuriachira.

- Collecting old spectacles from public and students, maintained a Specs bank to supply spectacles to poor and vulnerable groups. Hair donation was made to cancer patients.

- Started a free Library at Thrissur Railway station

- Cleaning of Taluk Office Thrissur

- The teaching departments of the college conducted exhibitions under the banner of 'Sasthrayan 2017', a prestigious program of Government of Kerala, to showcase their resources before the local community and to provide an opportunity to them to become the beneficiaries of the same. Accordingly the following extension activities were made:

  o Department of History conducted exhibitions for the public on the collection of antiques and a collection of coins which had been in use in different parts of the world ancient times.

  o Department of Computer Science organised an awareness class on "Cyber Crimes and Cyber Laws' and a seminar on 'Cashless Economy' for the local people. The department also made exhibitions on Artificial Intelligence and E-Waste management.

  o The teachers in Department of Psychology lead classes on two different themes. One is on 'Mental health among Middle aged women' for the local women and Kudumbasree women members and other is on 'Role of Parents in

the personality development of children' for the parents of children in nearby Anganwadis.

- ○ Department of Economics organised many programmes that include 'Farm school' (where exhibition of different seeds, farming methods and equipments were made), a gooseberry fest and a class on the 'Role of public in People Planning programs of Government'.

- ○ Department of English conducted Photo exhibitions on versatile Anglican writers as well as major milestones of English literature. The 'Gothic Cave' in the exhibition stalls enables the common man to provide a virtual experience on 'Gothic fiction' which otherwise they would have been read only in novels and other literary creations.

- ○ PG & Research Department of Commerce conducted two awareness classes for the public. One is about the 'Innovative banking services and Tax-free investment schemes' and second is on 'Goods and Services Tax: Prospects and Consequences'. Moreover separate stalls were organised in which the charts and poster presentations were made on 'new business start ups for women' and 'the accessible financial services to common man.'

- ○ Department of Physical Education conducted a 'Yoga Class' and provide short training to the public on 'Soorya Namaskaram and different Fat reducing Exercises'.

- ○ Department of Statistics organised a class on 'Vedic Maths' to make the public aware on its use in simplifying the basic mathematical operations.

- ○ There was a demonstration of the Armaments and other war equipments used by the NCC cadets in their training. The photos of cadets who participated in different national level training camps were also displayed.

- ○ An exhibition cum sale of organic products made by NSS volunteers of the college was made. Moreover, the Charts and Poster presentations on the activities of NSS for the past three years were done to make the public more aware of the contributions of NSS in fostering the social lives of community at different levels.

- ○ A medical camp was organised by NSS in association with Department of English in which the blood pressure and blood sugar of more than 200 people were tested. Moreover a seminar on 'Need of Disciplined Life Style and Balanced Food Diets in the Modern Lives' were organised for the public.

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 (≥ 1-0 lakh) during the current year.		23	State Govt. UGC	
Value of the equipment purchased during the year (Rs. in Lakhs)		5.77		
Others(furniture, water purifier, kitchen utensils,fitness equipments)		Rs.14.45 Lakhs	State Govt. UGC	

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)	42153	95,95,750	833	2,85,010	42986	98,80,760
Reference Books	6340	24,98,290	13	12725	6353	25,11,015
e-Books	2200		10		2210	-
Journals	17		10		27	-
e-Journals	880		10		890	-
Digital Database	nil		nil		nil	-
CD & Video	46		4		50	-

		nil		nil	-	nil	-
Others (specify)	nil		nil	-	nil	-	

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others	
								TV	Projector
Existing	90	4	15	6	1	1	7	4	19
Added	10	10							
Total	100	14	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.)

- Students were encouraged to use ICT in improving their learning skills.

- Orientation training was given to the newly admitted students in the college on the use of ICT in learning.

- Needed training was given to the post graduate students of the College on accessing web sources and other data base to tap learning resources and materials for enriching their academic career.

- Classes were arranged to demonstrate the use of data analytics software like MS Excel, and SPSS in the preparation of academic project reports/ dissertations.

- Teachers were encouraged to adopt ICT based teaching methods. Every year college has been improving its ICT infrastructure through procurement of additional number of computers and other digital devices. Moreover, the skills of the teachers in use of ICT were improved through imparting training among

4.6 Amount spent on maintenance in lakhs (Rs.):

i) ICT   Rs. 2,73,523

ii) Campus Infrastructure and facilities   Rs. 2,35,076

iii) Equipments   Rs. 29,769

iv) Others   Nil

                                    Total : Rs. 4,38,368

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 benefitted out of it.

Career guidance cell of the college arranged a significant number of programme including talks and training on soft skills development of students and also on how to become employable in current competitive job market. Moreover the cell collects information about the Campus Placement Programme that happened in the nearby colleges and ensured maximum participation from the college. Occasionally some companies were invited to make campus recruitment from our college, although which was ended at marginal level of recruitment.

Information about various scholarship initiated by agencies at central and state levels were circulated among the students and special efforts were taken to make available

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
1031	181	Nil	**55(CCEK)**

5.3 (a) Total Number of students

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

No	%
370	30.53

No	%
842	69.47

Men   Women

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
417	186	16	503	6	1128	374	216	31	575	16	1212

Demand ratio   :1:12

Dropout %: Economics- %; English-3.85%; Commerce- %; History-7.4%; Computer Science-3.06%
Psychology-1.06%

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

Information about various job openings in public and private sector and also about employment notification by KPSC, SSC, UPSC IBPS and RRB were supplied to students.
A few orientation classes were arranged for students on how to participate in such competitive examinations.
Considerable number of books and magazines for competitive examinations were maintained in library at both college and department level. Subscribed employment news, and other vernacular publications on vacancy positions like Thozhil Vartha and Thozhil veedhi.

No. of students beneficiaries

163

5.5 No. of students qualified in these examinations

NET	SET/SLET	GATE	Nil	CAT	Nil
9	4				
IAS/IPS etc.,	State PSC	UPSC	Nil	Others	Nil
Nil	Nil				

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

320

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
13	325	25	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.

Department of Economics conducted the programme 'Oruma' that found the participation of Transgender personal from different walks of lives. The programme seriously discourse the need to change the social attitudes and to stop the discriminatory practices against transgenders.
Women cell of the college organised the following programmes:
Conducted a college level competition on "Legal awareness about rights of women" in association with *National Commission for Women on 24th November 2017.*
Conducted a class on Legal awareness for girls students on19th January 2018
Organised a class, in collaboration with Thrissur city police and NSS unit of the College on "Self defence for ensuring safety of women" on 15th Feb2018.
Conducted an awareness class on 'Snehitha Gender Help Desc' in collaboration with Kudumbasree District Mission and social justice department.
Conducted one day workshop in collaboration with "Centre for Management Development" on 'Mizhi' that aimed at creating legal awareness among girl students.
Organised 'Ujvala 2018' with a wide range of programmes to celebrate International Women's Day on March 5-8, 2018.
Conducted one day seminar on 'Linga Neethi Arivum Anubhavavum' on 7th March 2018 in which who proved successful in different field participated and shared their views and experience on how they were budding into strong personality removing the glass ceiling that the society put agains them.
A one day workshop on "Media and Journalism" on 6th March 2018, for girls students to create awareness about the role of medial in ensuring gender equity in India.

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 |

No. of students participated in   cultural events

State/ University level | 82 | National level | Nil | International level | Nil |

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

Sports: State/ University level | 19 | National level | 4 | International level | Nil |

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

5.10 Scholarships and Financial Support

	Number of students	Amount (Rs.)
Financial support from institution	Nil	Nil
Financial support from government	1550	41,83,550

Financial support from other sources (students and teacher alumni and PTA)	61	68,500
Number of students who received International/ National recognitions	Nil	

5.11   Student organised / initiatives

Fairs   : State/ University level [3]   National level [Nil]   International level [Nil]

Exhibition: State/ University level [Nil]   National level [Nil]   International level [Nil]

5.12   No. of social initiatives undertaken by the students   [1]

5.13 Major grievances of students (if any) redressed;
As in the previous years, 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:

- Completion of 'Science Block' significantly reduced the spatial constraints of the college.

- With the financial assistance of RUSA, the following developments were made:

  o The main building of the college is an old one and during rainy days it was getting leaked. To resolve this issue and also to find additional space for utility needs, the college laid a Truss work over the main roof of the building.

  o The shortage of drinking water is a major problem faced by the college during summer days. To alleviate this problem, construction of a Rainwater Harvesting System was made to collect and store the rain water for re-use through connecting the system into the recharge wells.

  o Presently, the college has no sports ground as the existing ground was converted into a Helipad by the Government of Kerala a few years back. Hence, the college started a multi-purpose sports ground with gallery.

- Provided coaching on specific sports events like volley ball, Kabadi, rustling, football, boxing and Judo

- 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:

  o Laptops & Desktop Computers

  o Library books and journals

  o Sports and fitness equipments

  o Furniture & fixtures for class rooms

- o Furniture and kitchen utensil for women hostel.

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

- Modernised Edusat class room.

- Software up gradation in Library.

- Furnishing lab of psychology and computer science.

- Upgrading History Archaeological museum.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION- To mainstream the institution as a college that provides quality higher education and produces intellectually competent, emotionally balanced, morally strong and socially committed citizens

MISSION- To impart and disseminate knowledge in an enabling academic environment to all sections of society with special reference to the educational, social, cultural and economic needs of the weaker sections.

6.2 Does the Institution has a management Information System

College maintains an automated office system. Payment and disbursement system was partially on PFMS system. Needed information on RUSA fund allocation and usage was duly recorded in "Fund Tracking and Reform System".

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.

- Fairs and exhibitions were conducted under the initiatives of various talent clubs to showcase the skills of the students before the community.

- National seminars/ workshop were organised on different academic themes with the financial aid of approved agencies in which post graduate students of the college were allowed to participate and present papers on relevant topics.

- As a part of skill enhancement of students al multiple level, the following programmes were organised during the year:

  o Histoculture 2018 was conducted by the department of History to promote local history studies and to develop a history community among students who pursue higher education in History.

  o I- Gen 2018, an IT Fest conducted by the department of Computer Science to provide a platform for building talents in computer science to showcase the technical and

6.3.3 Examination and Evaluation

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 though 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.

6.3.4 Research and Development

- Twelve faculty members have PhD as the highest qualification.

- Fifteen faculty members are pursuing PhD.

- Twelve research publications were made in Journals/books of reputed publishers.

- One faculty member has been undertaking UGC major research project and five were undertaken minor research projects.

- Two national seminar and eight college level seminars were conducted.

- Two of our faculty members are research guides.

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. • Library New books including reference books costing Rs.2, 85,000 were purchased. Moreover, significant number of Journals, e-books, e-journals were acquired • Edusat Modernisation of Edusat Class room with modern digital equipments and their electrical back up devices • Class rooms Purchase of furniture worth Rs.346, 170 • Labs/ Musuem • Procurement of additional computers with printers Rs. 450,000 to strengthen ICT based teaching learning system. Psycho test equipment for Rs. 75,000 was bought. Up gradation of History Archaeological Museum. • Sports Purchase of Fitness equipments worth Rs. 300,000 • General Installing CCTV camera in needed places to ensure surveillance and close monitoring. Purchase of Water Purifiers worth Rs. 102,000 and Furniture for auditorium worth Rs.1, 11,390.

Resource Management

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

6.3.7 Faculty and Staff recruitment

The teaching and non-teaching staff members were appointed by the Kerala Public service commission purely on merit basis after conducting test and interviews. Guest/substitute faculty members were recruited by a selection committee duly constituted in accordance with regulations of University of Calicut and Government of Kerala and UGC.

6.3.8 Industry Interaction / Collaboration   Nil

6.3.9 Admission of Students

Admission to UG and PG UG programmes were done by the University through Centralised Admission Process which was purely on the basis of merit, reservations and other rules and regulations of the Government of Kerala and University of Calicut.

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

6.4 Welfare schemes for

6.5 Total corpus fund generated   41, 83,550+68,500

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?

Not Applicable

6.11 Activities and support from the Alumni Association

Sponsored Bridge course for Civil Services on Feb, 6 2018.
College level quiz competition based on Kerala History, Economy and polity was conducted on November 1st 2017.
Alumni of the college had donated books and other learning resources to library. Many college level contest and competitions were conducted for the students. Awards and cash prizes were given to toppers in University examinations.   Commerce alumni entrusted financial aid to economically deprived meritorious students pursuing B.Com 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 utilities.

- Provide financial assistance to keep the ICT system of the college being functional with its full utility

- Networking, website maintenance, broad brand, and campus beautification.

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 Administrative office to enhance their performance efficiency.

6.14

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

- Nature Club of our college planted seedlings of trees including Champa, Elanjhi, Noni and Gooseberry 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.

- Environment club supplied fruits trees to those who are interested to plant saplings and protect trees.

- The Environment club conducted a photography competition " Campasile Prakriti (Environmental beauty of our campus)" on world photography day on 19th August 2017. The ain of the programme was to create awareness among students about the need of

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 by students highlighting relevant social issues.
- 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.
- Experience sharing with popular figures.
- Campaigns for removing social discriminations against the less privileged group like transgender.
- Conduct of various fests at department level to provide platform for the students to practice what they taught in their class rooms.
- Organising Blood donation camp, Book fest and food fest events by students to enhance their life skills and also to carve them out to be socially responsible citizens for tomorrow.
- Construct home for homeless with the financial support of teachers, students and other social agents by NSS units of the college.

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 strengthen infrastructure including procurement of furniture, learning resources, ICT devices.
- Received funds from MP to install solar energy system over the roof of Women's Hostel.
- Applied for up grading P.G Departments of the college to approved research centre under University of Calicut.
- Organised two national level seminars with financial support of DCE Kerala and eight institutional level seminars without financial support.
- 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)*

I. Greening of Campus with encouraging Organic Farming

The College makes necessary initiatives to maintain its campus green. A significant area of land kept unexploited that creates a sense of feelings among students on the importance of preserving the biodiversity to ensure 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 student support programmes.

II. Rain harvesting and Renewable Energy sources

The college installed a rain harvesting system over the roof of the main building that catch, collect and store the flowing rain water and connect the same to the recharging wells for reuse. This system expects to mitigate significantly the shortage of drinking water which the college has been facing for the past many years.

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

7.4 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 Government of Kerala.

- Uplift the College to a Centre of Excellence

- Submit Proposal for Seminars/Workshops to UGC and Directorate of Collegiate Education of Kerala

- Make initiatives to speed up the process of up grading P.G Departments to Research Centres under University of Calicut

- Seek financial assistance from MP and MLA for the infrastructure developments in the college.

Name: Vijayan.P.K   *Name:* Dr.Babu.C.C

  Sd/-   sd/-

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

ACADEMIC CALENDER FOR UNDER GRADUATE PROGRAMS FOR THE YEAR 2017-2018

Events	I Semester	II Semester	III Semester	IV Semester	V Semester	VI Semester
Commencement of Classes:	5th July 2017	22nd November 2017	1st June 2017	1stNovember 2017	1st June 2017	1st November 2017
Internal Examination I	Second week of September 2017	First week of January 2018	Second week of September 2017	First week of January 2018	Second week of September 2017	Third week of December 2017
Internal Examination II	Third week of October 2017	Third week of March 2018	Third week of October 2017	Third week of March 2018	Third week of October 2017	Last week of February 2018
Publication of Internal Marks & Forwarding the same to University	4th December 2017	10th April 2018	6th November 2017	9th April 2018	6th November 2017	5th March 2018
University Examinations	31 Jan-2018	8 May-2018	22 Nov-2017	18 April-18	17 Oct-2017	15 Mar-18

ACADEMIC CALENDER FOR POST GRADUATE PROGRAMS FOR THE YEAR 2017-2018

	I Semester	II Semester	III Semester	IV Semester	
Commencement of Classes:	23rd August 2017	23rd January 2018	17th July 2017	17th December 2017	

	Second week of October 2017	Last week of February 2018	Second week of September 2017	First week of February 2018	Note: College follows the Academic Calendar provided by University of Calicut
Internal Examination I					
Internal Examination II	Third week of November 2017	Last week of March 2018	Last week of October 2017	Third week of March 2018	
Publication of Internal Marks & Forwarding the same to University	31 January 2018	30th July 2018	11th January 2018	9th July 2018	
University Examinations	5th Jan-2018	3rd July-2018	6th December-2017	13th Jun-2018	

Annexure II

Feedback Analysis: 2017-2018

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	3.33	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