Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**M.E.S. COLLEGE**
Name of the head of the Institution	**Dr AJIMS P MOHAMMED**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**0484-2677104**
Mobile no.	**9446078587**
Registered Email	**mescollegemarampally@gmail.com**
Alternate Email	**iqacmesmarampally@gmail.com**
Address	**MES COLLEGE MARAMPALLY MARAMPALLY PO, ALUVA**
City/Town	**ERNAKULAM**
State/UT	**Kerala**
Pincode	**683105**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr MANZUR ALI P P**
Phone no/Alternate Phone no.	**04842677104**
Mobile no.	**9447587335**
Registered Email	**iqacmesmarampally@gmail.com**
Alternate Email	**manzur2000@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.mesmarampally.org/IQAC/Item.aspx?Option=6&Sub=72

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.mesmarampally.org/Uploads/MainDocuments/MES%20new%20Handbook%202018-19.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
3	**A+**	**3.38**	**2019**	**28-Mar-2019**	**27-Mar-2024**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**25-Nov-2004**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Academicaudit	03-May-2018 2	68
NIRF	28-Nov-2018 1	8
IQAC meetings	29-May-2019 6	78
ARIIA Ranking	28-Nov-2018 1	78
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	B. Voc	UGC	2018 1	7710000
Institution	KSCSTE Research Methodology Workshop	KSCSTE	2019 2	40000
Department of Biosciences	Environmental Management Training	KSCSTE	2019 5	75000
Institution	Premarital Counselling	Directorate of Minority Welfare, Govt Of Kerala	2019 2	40000
Department of Mathematics	Mathematics Day	KSCSTE	2018 2	10000
Department of Biosciences	World Wetlands day	KSCSTE	2019 2	17000
Institution	KSCSTE student Projects	KSCSTE	2019 365	50000
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View File]()
10. Number of IQAC meetings held during the year :	**6**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View File]()

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

Self Study Report prepared for the third cycle and accredited by A (CGPA 3.38) Innovation and Entrepreneurship Development Cell (IEDC) established Finishing school for final year students Certificate/Value added programmes initiated in all departments Collaborated with Chekutty a programme to rejuvenate flood affected handloom sector

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Academic Calendar	academic calendar prepared and circulated to the departments
IIQA and SSR Preparation	NAAC reaccredited with A plus grade (CGPA=3.38) on March 28, 2019.
Infrastructure	Pedestrian friendly walkways built. IQAC room and Principal's room renovated. New building for Cooperative store has been built.Common amenity centre which includes NSS, Alumni, IEDC, Women cell and Staff recreation room started functioning
Strengthening of Library facilities	Plagiarism X software purchased for plagiarism check. Delnet access to enable remote access
Strengthening of research forum	KSCSTE sponsored workshop on Research methodology has been conducted. KSCSTE students projects sanctioned to the students in Bioscience and Computer applications
Strenghthneing of Nature Club activities	Green audit and Energy audit have been carried out. Rain water harvesting system and purification system has been implemented. Biogas plants maintained and checked the working. 10KVA solar panel successfully installed.
Innovation Ecosystem	IEDC established with the assistance of Kerala Start-up Mission. Member of Institution Innovation Council (IIC).
NIRF	Participated in NIRF Ranking
ARIIA	Participated in ARIIA Ranking
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14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
Staff Council	**11-Feb-2020**

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**Yes**
Date of Visit	**13-Mar-2019**
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2019**
Date of Submission	**01-Feb-2019**
17. Does the Institution have Management Information System ?	**No**

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Part B

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CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

M E S College Marampally, being an affiliated college, follows the syllabi prescribed by Mahatma Gandhi University. The staff council prepares an Academic Calendar in line with the University Calendar that meticulously schedules the activities for the year. Teachers frame Teaching Schedule and Teaching Plan to ensure effective curriculum delivery. The Core Monitoring Committee of IQAC conducts Internal Audit in all the departments at the end of an academic year and provides feedback reports on the strengths, weaknesses and the thrust areas to zero in on the next academic year. The departments prepare Action Plan based on the feedback received from IQAC. Master timetable is prepared at the beginning of the academic year to help teaching and learning processes function smoothly. Orientation Programmes for the newly enrolled students are conducted. The departments provide Certificate Courses (CC), to help students equip additional skills and enhance communicative prowess. The college is a Local Chapter of NPTEL and students can undergo various CCs. Students can also undergo featured Spoken Tutorials provided by IIT Mumbai. Funded Conferences/Seminars are organized. Students attend/present papers in International/National Conferences and publish papers in UGC listed journals. KSCSTE funded student projects, Mini Projects by the Electronics students and Case studies by Psychology students are conducted. The college has a unique Inter Disciplinary Resource Sharing program for PG students to promote knowledge sharing and enrichment. The Internal examination Cell schedules and carry out internal examinations in centralized manner. Department wise mark lists are then submitted to the Principal for review and class wise PTA

meetings are scheduled to inform the progress of students. College has comprehensive administration software (TCS, Total Campus Solution) to coordinate various academic activities. Majority of the classrooms and Conference Auditoriums are digitally smart. The library is well stacked with books, magazines, journals and provides access to N-LIST, online journals and free internet connectivity. PTA funded Book Bank is available for financially backward students. The College also has a well-equipped Language Lab and e-content development Studio. DST-FIST funded Science Laboratories ensure academic research programs are carried out uninterruptedly. To tap the potential of advanced learners, career orientation programmes, visits to industries and prestigious academic institutions are provided under the Government funded WWS (Walk with a Scholar) program. To lift the academic level and ensure overall development of slow learners, Government funded Scholar Support Programme (SSP) and PTA funded Remedial Coaching are provided. Alumni powered academic programmes like Campus to Corporate, is regularly conducted. For advanced practical experience in real time environment, students are allowed to take up OJT/Field Projects in reputed institutions. College Counseling Centre and Mentors always take of the mental health of students and provide them psychological assistance if necessary. During the Tutorial Hour, teachers engage classes in inter disciplinary manner to give students a taste of other disciplines, allowing them to get certifications while doing so. Government of Kerala funded Additional Skill Acquisition Programme (ASAP) is offered.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Certificate in Functional Arabic	Nil	04/07/2018	30	employabil ity	Communicat ion/Translat ion
Food Safety	Nil	25/07/2018	30	employabil ity	food safety Standards
Water Quality Assessment	Nil	25/07/2018	30	employabil ity	Water Quality Analysis
Plant Tissue Culture	Nil	25/07/2018	30	employabil ity	Tissue Culture
Clinical Nutrition	Nil	25/07/2018	30	employabil ity	Nutritious and Health Aspects of various foood Materials
Soft Skill Development	Nil	12/09/2018	30	employabil ity	Group Discussion, Resume and Inverview Preparation
Entreprene urship	Nil	23/07/2018	30	employabil ity	Discover New Opportun

Development Programme					ities,Time Management and Leadership
Business Communication	Nil	25/07/2018	30	employability	Good Communication Skills
Research Methodology	Nil	25/07/2018	30	employability	Develop Skills for Independent Research
Income Tax	Nil	25/07/2018	30	employability	Preparation of Income Tax Returns and e-filing
Tally	Nil	23/07/2018	30	employability	Preparation of Financial Statement and Various Reports needed by the Management
Advanced CPP (spoken tutorial)	Nil	01/06/2018	30	employability	Programming
Java (spoken tutorial)	Nil	01/06/2018	30	employability	Programming
Introduction to Computers (spoken tutorial)	Nil	01/06/2018	30	employability	Basics of Computers
RDBMS Postgre SQL (spoken tutorial)	Nil	01/12/2018	30	employability	Programming
Python(spoken tutorial)	Nil	01/12/2018	30	employability	Programming
PHP MySQL (spoken tutorial)	Nil	01/12/2018	30	employability	Programming
NPTEL	Nil	01/06/2018	56	employability	depends on courses
Data Comunication and Computer Hardware	Nil	06/08/2018	30	employability	Computer Maintenance

Course		Date		Purpose	Focus
MATLAB	Nil	06/08/2018	30	employability	software Simulation for Numerical Computation and Visualization
Communication Skills in English	Nil	25/07/2018	30	employability	LSRW (Listening, Speaking, Reading, Writing)
Statistical Methods and Statistical Inference	Nil	26/09/2018	30	employability	Data Analysis using Inference Techniques
Mathematical and Logical Skill Development	Nil	23/07/2018	30	employability	Logical Problem Solving
Energy Saving Devices	Nil	25/07/2018	30	entrepreneaurship	Circuit Designing, Assembling, Soldering
Peer Counselling	Nil	25/07/2018	30	employability	Communication/Interpersonal Skills
Animation and Graphic Design	Nil	25/07/2018	30	employability	Web Design, Brochure/Poster/Logos Design
Soft Skill and Personality Management	Nil	25/07/2018	30	employability	Soft skills
Basic Sewing and Embroidery	Nil	04/02/2019	30	employability	Sewing and Hand embroidery

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BVoc	Fashion Design and Management	01/11/2018
BVoc	Software Development and System administration	01/11/2018
BVoc	Industrial Instrumentation and Automation	01/11/2018
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BVoc	Industrial Instrumentation and Automation	01/11/2018
BVoc	Software Development and System administration	01/11/2018
BVoc	Fashion Design and Management	01/11/2018

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	1107	7

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Functional Arabic	04/07/2018	22
Soft Skill Development	12/09/2018	20
Communication Skills in English	25/07/2018	90
Energy Saving Devices	25/07/2018	23
Animation and Graphic Design	25/07/2018	11
Soft Skill and Personality Management	25/07/2018	33
Basic Sewing and Embroidery	04/02/2019	24
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Mathematics with Computer	28
BA	Arabic	6
BA	English	28
BBA	Business Administration	57
BCom	Computer applications	64
BCom	Finance and Taxation	54
BSc	Biotechnology	30
BSc	Microbiology	38
BSc	Electronics	52
BSc	Physics with Computer	23

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
The College regularly upgrades its standards and benchmarks with an understanding its responsibility towards the students to nurture global competencies among them. The curriculum offered by the institution stringently adheres to Mahatma Gandhi University and the updating of curriculum in the concerned subjects are ensured by placing the suggestions in appropriate platforms. Structured feedback on curriculum is collected from different stakeholders such as Students, Alumni, Parents, Employers and Teachers with regard to this. Feedback focusses on the aspects of employability of the courses, updation of syllabus, quality of teaching and various practices of accompaniments. • Student Feedback - A general feedback is collected from all the students at the end of every semester on a five point scale. Out of the 20 questions, five are related to curriculum. IQAC analyzes the feedback received and any important finding will be informed to the concerned teacher to address it. The analysis of the feedback obtained in 2018-19 has been found that the score is above four in the five point scale. • Teacher Feedback - IQAC collects feedback on curriculum and its associated aspects from each faculty member at the end of every semester along with Academic Monitoring format. The questionnaire consists of 8 Likert style and three descriptive type questions. • Alumni Feedback - Alumni coordinator collects feedback during the Annual general body meeting. The questionnaire consists of six Likert questions and one descriptive question. Alumni feedback web link is provided in the Institutional website also. • Parents' Feedback - Feedback is collected from the parents during PTA general body meeting. Out of the fourteen questions, seven are related to curriculum. It has been found that more than 70 of parents are satisfied with the curriculum analyzed for 2018-19. • Employer Feedback- Employer feedback is collected at department level. Departments collect feedback from the companies in which their students are working and the Internships are carried out. The collected feedback is analyzed for maintaining quality benchmarks in curriculum and the institution ensures infrastructural and other academic supports to enrich the curriculum provided by the affiliated University. It has been found in the student feedback that the technology utilized learning instructions shall be improved and this has been addressed by establishing E-content facility in the campus and similarly orienting the faculty members by giving training to them. Teachers raised the issue of non availability of sufficient reference books during year on which revised syllabus has been addressed procuring the prescribed text books in the library. Four of our teachers are members of the Board of Studies of Mahatma Gandhi University and majority of the teachers have actively involved in syllabus revision workshops. The consolidated report prepared based on the feedback from all stakeholders are discussed during the syllabus revision and essential modifications are made to construct a progressive and updated syllabus.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BSc	B.Sc Psychology Model I	50	430	46
BBA	Bachelor of Business Administration	70	1758	69
BCom	B.Com Model II Computer Applications	70	1349	70
BSc	B.Sc Physics Model II Computer Applications	38	44	27
BSc	B.Sc Electronics Model III	70	418	69
BA	B.A Arabic Language and Literature Model II (Vocational : Translation)	30	36	29
BA	B.A English Literature ,Communication and Journalism Model III (Triple Main)	38	115	36
BSc	B.Sc Mathematics Model II Computer Science	38	33	24
BCA	Bachelor of Computer Application	71	913	71
BCom	B.Com Model I Finance & Taxation	63	359	63

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution	Number of students enrolled in the institution	Number of fulltime teachers available in the	Number of fulltime teachers available in the	Number of teachers teaching both UG

	(UG)	(PG)	institution teaching only UG courses	institution teaching only PG courses	and PG courses
2018	1798	336	66	19	39

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
124	93	12	49	15	19

View File of ICT Tools and resources

View File of E-resources and techniques used

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The institution has a dedicated two hours per week (3.30 pm – 4.30 pm on all Mondays and Wednesdays) tutorial/mentoring system. Students were divided into small groups in each class and a tutor was assigned to each group. (Average tutor student ratio is 1: 19). For each class two or three tutors have been assigned according to the students' strength. Tutors shall interact with each student personally and collects their academic and extra-curricular needs. Based on this, tutors arrange remedial classes and pay personal attention to academically weak students. Similarly, advanced learners are channelized to various platforms to achieve their career goals. A Bio-data Book for each student has been kept by the tutor which consists of the academic, personal and co-curricular details. Thus the tutorial system helps the students equip themselves to achieve career goals and also provides a platform for psycho social counseling. A counseling centre. MES Counseling Center (MMCC) is also functioning in the campus with the vision of addressing the needs and problems of MES community at their intra personal, interpersonal and social levels in attaining mental health. The Principal Counselor of MMCC is Dr. K.E. Leelamma, Retd. Associate Professor and HOD, Union Christian College, Aluva. The students are selected during the tutor interaction and sends to the counseling support. Major problems identified were lack of motivation, not interested in academic activities, memory problem, personal problems, and learning disability. Three departments arranged classes for their students. The topics dealt were Study Habits, Mental Health and Motivation. Five external clients came for counselling. All Departments arranges certificate courses and the classes were conducted during these tutorial hours. The tutorial system also focuses on the development of soft skills, managerial skills and practical skills of the students. For the final year UG students career guidance classes and competitive examination coaching were provided. Group discussion, seminar presentations, quiz competitions and mini project development were also conducted during these hours and many students got benefited. Many of the students got placement offers from various companies and many others got admission to PG in prestigious institutions. The mentoring also helped to inculcate high degree of social consciousness and human values in students. During these hours legal awareness classes, skill development programs and counseling were given. "Knowledge Sharing Programmes" conducted in the PG departments during the tutorial hours to enable the students to understand interdisciplinary knowledge with regard to their course of study. This system gave academic and personal support to the students and directly improved the students' success rate both academically and socially. A consolidated tutorial hour report at Department level is collected and documented. A faculty coordinator has been assigned to coordinate the tutorial hours.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2134	124	1:17

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D

124	120	4	4	18

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr Jasmine P M	Associate Professor	Certificate of appreciation
2018	Mr Jimshad K	Assistant Professor	FLAIR, Department of Collegeiate education, Kerala
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	BA	SIX	08/03/2018	20/06/2019
BA	BA	FIVE	22/04/2018	25/02/2019
BA	BA	FOUR	03/04/2018	22/02/2019
BA	BA	THIRD	03/12/2018	25/11/2019
BA	BA	SECOND	29/06/2018	22/05/2019
BA	BA	FIRST	19/12/2018	27/11/2019
MSc	MSc	FOUR	06/05/2019	18/10/2019
MSc	MSc	THIRD	12/11/2018	02/09/2019
MSc	MSc	TWO	15/04/2018	22/03/2019
MSc	MSc	FIRST	10/01/2019	27/11/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Being an affiliated College, the institution scrupulously follows the evaluation system implemented by the University. The evaluation reforms made by the University are communicated to the College prior to its implementation. The reforms initiated and practiced by the Institution are in accordance with those introduced by the University. The major components that sum up the reforms in CIE at the institutional level are described below. Academic Calendar: The College prepares an Academic calendar according to the University calendar which is ratified by the Staff Council and implemented by HODs. In the beginning of an academic year the calendar is distributed among the students. The complete regulations regarding CIE including examination pattern and evaluation criteria are published in Academic calendar and College website. Internal Examination Cell: The internal examination cell is responsible for the proper conduct of internal examinations in the college. Two internal assessments are held centrally in every semester. IEC is responsible for scheduling, collecting question papers, preparing invigilation roasters and making seating arrangements. Also IEC ensures the question papers are set in

accordance with University examination pattern. Valuation Feedback: The answer sheets are valued within one week after the examinations. Corrected scripts are discussed individually with students to get their feedbacks. The scripts are then kept in concerned departments till the end of the semester, to address any issues that might arise in future. Supplementary test: Students are given opportunity to appear for supplementary examinations if they couldn't attend the test. Chances are also given for bettering their scores in internal examinations Assignment/Attendance: Proper weightages has to be allocated for assignments and attendance. Attendance and assignments are evaluated for each student and marks are awarded as per University guidelines. Monthly attendance statements are prepared and published for informing students. Seminars/Viva Voce: Seminars and viva voce are also considered in preparing internal marks for UG students. Tutorial system: The institution has a dedicated tutorial hour every week with an objective of providing psycho social support to the students. A one-to-one discussion is facilitated by the tutor guide the students in curricular and co-curricular activities based on the skill sets. Remedial measures are recommended to slow learners. A Bio data book is maintained by the tutor to record the curricular and co-curricular activities of the students. Parents meeting are convened at department level to review the progress of the students' performance. Appropriate support mechanisms are suggested to parents by the tutor in the meeting. Uploading to online Portal: The internal marks and attendance details are uploaded timely in the college portal tcs.mesmarampally.org. Students and parents have login rights and can access the relevant information. Uploading to University Portal: The tutors prepare the internal grade sheets and the Grading and restructuring coordinator finally uploads the internal marks into the University portal. IQAC Academic Audit: The IQAC Cell of the college conducts an academic audit and provides feedback at the end of each semester to ensure that departments are following the academic calendar without flaws.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The institution has an efficiently functioning system in place to ensure that it adheres to the academic calendar. Staff council presided by the Principal, HODs and three elected members are responsible for scheduling and coordinating academic activities in the college. The academic calendar is planned and scheduled by the Staff Council in consultation with IQAC. Individual departments prepare an action plan for the academic year based on the calendar. Head of the Departments, Tutors and Teachers will implement the calendar and prepare teaching schedule and teaching plan. Internal Quality Assurance Cell consolidates the curricular and extracurricular activities based on the action plan submitted by the Departments. A team of faculty members with a coordinator is entrusted to conduct the internal examination centrally. Academic Calendar in accord with University Calendar: The College has an Academic calendar and handbook ratified by the staff council and implemented by HODs which is totally in accord with the University calendar. The University examination schedules are announced in the beginning of an academic year, and the calendar handbook is distributed among the students. All the co-curricular and extracurricular activities conducted in college are ensured to be in line with University Calendar. Internal Examination Cell (IEC): The Internal Examination Cell is responsible for the proper conduct of internal examinations in the college. Two internal assessments are held centrally in every semester. IEC conducts these internal examinations such that the portions are covered completely before University examinations. Result Publishing: Internal examination results are published within a weeks' time. The consolidated results are prepared by the tutor and it is announced to the students. Examination related grievances are addressed promptly and the marks are uploaded to University portal timely. Uploading to online Portal: The internal marks and attendance details are

uploaded timely in the college portal tcs.mesmarampally.org. Students and parents have login rights and can access the relevant information. IQAC Academic Audit: The IQAC Cell of the College conducts an academic audit and provides feedback at the end of each semester to ensure that the departments are following the academic calendar properly. A teacher feedback is also collected at the end of every semester to improve the teaching learning process. Cross verification: The criteria as per University regulations to calculate internal marks are informed to the students. The students can independently calculate their marks and cross verify it with the subject teacher's assessment. Since the assessment is performed in quantitative manner, chances of error are minimum. The students are given answer scripts for review. Similarly, internal grade sheets are given to the students for verification and signature is obtained before the upload into University web portal. The marks are also entered in the Bio-data book provided to the Tutor. Clubs/Cells: The clubs/cells that ensure various co-curricular and extra-curricular activities carried out in an efficient and time bound manner in accordance with academic calendar.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://www.mesmarampally.org/Uploads/Department/P%20O%20BSc%20EL.pdf (Weblink for each programme shalll find individual Department page)

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
No Data Entered/Not Applicable !!!					
View File					

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

https://www.mesmarampally.org/IQAC/Item.aspx?Option=6&Sub=72

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	730	UGC	320000	260000
Students Research Projects (Other than compulsory by the University)	365	KSCSTE	10000	0
Students Research	365	KSCSTE	9000	0

Students Research Projects (Other than compulsory by the University)	365	KSCSTE	10000	0
Students Research Projects (Other than compulsory by the University)	365	KSCSTE	8000	0
Students Research Projects (Other than compulsory by the University)	365	KSCSTE	7000	0
Students Research Projects (Other than compulsory by the University)	180	KSCSTE	6000	0
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Seminar on Entreprenuership development	Commerce	04/01/2019
Workshop on Intellectual Property rights	Institution Innovation Council	08/01/2019
Seminar on Change Dynamics and its Strategic Impacts - An HR Perspective	Department of Human Resource Management	26/09/2018
Twinning Workshop on Safely using Smartphones in an Unsafe World and Beyond Pink- Bridging the Gender gap in Information	Department of Human Resource Management	24/10/2018
Trends and Technologies of IT Industry (CSI)	Computer Applications	19/12/2018
Resaerch Enrichment programme on Advanced Quamtum Mechanics	Physics	04/01/2019

Entreprenuership awareness camp sponsored by DST-NIMAT	ED Club	31/10/2018
KSCSTE Research Methodology Workshop	Research Cell	18/01/2019
Webinar on India first Leadership Talk series by Dr Anand Deshpande	Institution Innovation Council	24/01/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	1

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
0	Nill

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Computer Applications	4	0
International	English	1	5.61
International	Biosciences	1	3.4
International	Commerce	1	4.1
International	Physics	1	5.2
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Computer Science	8
Electronics	8
Biosciences	1
Human Resource Management	1

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Feature Selection using Ant colony Optimization - A review on heuristic information Measurement	Leena C Sekhar	IJAER	2018	25	MG University	25
A novel relay selection algorithm using Ant colony Optimization with arficial noise for secrecy enhancement in cooperative	PM Jasmine and PM Raphika	International Journal of Communication Systems	2018	5	CUSAT	5
Improved Frequency Response of Microstrip Lowpass Filter Using Defected Ground Structures	Ally C Antony	Progress In Electromagnetics Research	2018	6	CUSAT	6
Review on Natural Language Processing	Shemi P M	International Journal of Communication Systems	2018	5	CUSAT	5

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self	Institutional affiliation as mentioned in

	Ally C Antony	Catalysis Letters	2018	4	citation 3	the publication MES College Marampally
Functional Characterisationof a New Cold Adapted B-Galactodid ase from an ArcticF jord Sddim entbacteri a Enteroba cter Ludwigi MCC 3423						

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	6	14	29	9

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Flood Rehabilitation Programme in Alappuzha on August 30, 2018	NSS and NCC College	25	140
Flood relief packing camp Collectorate kakkanad	NSS and NCC College	3	5
Distribution of Ramadan/Onam Kit	NSS and NCC College	2	18
Free Ophthalmology medical camp for the local community	Youth Red croos society	2	28
Cleaning Drive at Family Health Centre,Vazhakkulam	NSS in association with Field Outreach Bureau, Ministry of Information and Broadcasting	3	60
Awareness against plastic at festival	NSS in association with	2	52

season of Thiruvairanikkulam temple	Suchitwa mission		
Election awareness Camp	NSS and Parliamentary Affairs Club,MES College Marampally	3	1000
Suchitwabodhanayagnam- Awareness Rally	NSS in association with Renewable Energy Centre, Mithradam, Chunangamveli, Aluva	1	40
Blood Donation	IMA, Aluva	2	60
Blood Donation	NCC	1	51
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Flood Relief activity	Award	MES,Ernakulam District Committee	73
Flood Relief Rehab kit distribution	Recognition	Ernakulam District Collector	5
Flood rehabilitation activities	Recognition	31 Kerala Science Congress	6
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Night Sky watch for the students of local school by Physics Dept.	Department of Physics	Exposure on astronomy for students in the local public school	4	25
Visit and Donation to Welfare Trust	Department of Commerce	Charity	3	51
Patheyam- Financial Assistamce Programme	Department of Commerce	Financial Support	5	34
World Sight Day theme of 2018 is Universal Eye	Department of Psychology	Inclusion of the physically challenged	1	37

Health and observed by visiting School for the Blind, Aluva, situated near Kuttamassery.				
World Girl Child day was observed in association with Family Health Centre, Vazhakulam. on the topic Women Health.	Women Cell	Women Empowerment	2	87
Session on Waste management at Family Health Centre, Vazhakkulam was handled by Sri.Venugopal from Swachh Bharat Mission, Alappuzha.	Department of Biosciences	Waste Management, Prevent and spread awarenes on Commuinicable diseases among the local community	5	58
Pragathy-School Kit Distribution to school children	College as Whole	Support to nearby government school	124	2134
Swach Bhrath Summer Internship programme	Ministry of Drinking Water and Sanitation	Swachh Bharath Intership	1	1
Migrant Literacy	Kerala State Literacy Mission	Hamari Malayalam	1	47
AIDS Awareness Rally	Family Health Centre, Vazhakkulam	AIDS Awareness Rally	2	80
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Major Research Project-Department of Electronics	Cochin University of Science and Technology	KSCSTE	1095
Major Research Project-Department of Biosciences	Cochin University of Science and Technology	KSCSTE	1095
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
One month internship, English Dept.	OJT in Journalism	The New Indian Express, Jeevan TV, D eshabhimani, Chandrika Daily, Veekshanam, Siraj Daily	01/11/2018	30/11/2018	Students of English department
Internship, Physics Dept	Project work	CUSAT	01/11/2018	30/04/2019	Physics students
Internship, Commerce Dept.	Project work	The Travancore-Cochin Chemicals Ltd.Udyogamandal, Kochi	01/12/2018	31/12/2019	Commerce students
Internship, Arabic Dept	Project work	Aster Med City, EKM Lakeshore Hospital, EKM	01/04/2019	30/04/2019	Arabic students
Provide facility to undertake long term and short term projects for students from Msc Physics	Linkage between Department of Physics,M E S College Marampally and Chemistry De partment,IIT Palakkad	Indian Institute of Technology,P alakkad	01/05/2018	30/06/2018	Physics students
Provide facility to undertake long term and short term projects for students from PG	Linkage between Department of Bioscienc es,M E S College Marampally and CMFRI,Kochi	Central Marine Fisheries In stitute,Koch i	01/04/2018	30/06/2018	Bioscience students
Provide study materials and	Linkage between Department of Computer	Spoken Tutorial ,IIT Bombay,MHRD	01/02/2018	29/03/2019	Dept. of Computer applications

assistance in conducting online examination	applications ,M E S College,Marampally and Spoken Tutorial Project IIT Bombay	,Govt of India.				

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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Kerala Start up mission and IEDC Cell, M E S College Marampally	18/04/2018	Financial assistance for Innovation and Entreprenuership Development Cell activities	50
IUCDS-MG UNIVERSITY	15/12/2018	Industry associations to help improve the quality of employable skills of students	68
Prestige Laminaters Pvt .Ltd. And Department of Commerce,MES College Marampally.	15/02/2018	Facilitate Industrial Visits,internship	60
Plaza Suites Services Apartments and Department of Commerce M E S College Marampally	06/02/2018	Facilitate collaboration in the form of internship and industrial visit for the benefits of the students to have awareness about trade and commerce	60

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
193	119

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Existing

Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Video Centre	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Newly Added
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Newly Added
Campus Area	Existing
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
KOHA	Fully	3.22.06.000	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	13344	4046010	497	117404	13841	4163414
Reference Books	2251	2961391	12	9840	2263	2971231
e-Books	Nill	Nill	Nill	Nill	Nill	Nill
Journals	38	92698	Nill	Nill	38	92698
e-Journals	Nill	Nill	Nill	Nill	Nill	Nill
Digital Database	2	19470	Nill	Nill	2	19470
CD & Video	1155	2000	Nill	Nill	1155	2000
Weeding (hard & soft)	Nill	Nill	Nill	Nill	Nill	Nill
View File						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr Julie M David	Introduction to Datamining	e-content studio	05/08/2018
Ms. Indu Susan Varghese	Introduction to web basics	e-content studio	11/10/2018

Ms. Indu Susan Varghese	Introduction to Linux	e-content(studio)	28/10/2018
Mr. Murugan R	Introduction to My SQL Installation	e-content(studio)	10/09/2018
Dr.Mini K Paul	Culture Media	e-content(studio)	29/10/2018
Ms.Carmel Andria Kadadhose	Golgi Bodies	e-content(studio)	10/01/2019
Ms.Aiswarya K	Cancer	e-content(studio)	10/01/2019
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	280	5	0	1	0	8	0	10	0
Added	44	0	0	0	0	6	0	20	0
Total	324	5	0	1	0	14	0	30	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

30 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
e-content studio floor	https://www.mesmarampally.org/StudentSupport/EResources.aspx

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
155	120	100	65

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

A system of procedures has evolved over the years for the maintenance and optimal utilization of infrastructure. A subcommittee is constituted for infrastructure maintenance and regularly holds consultation with College Planning Forum constituted of the Principal, IQAC Coordinator, Office Superintendent and senior faculty members. Rules and regulations of the labs and library are displayed and given in the College website and calendar. Campus supervisor assisted by support staff is in charge of campus maintenance. Class rooms and campus cleanliness, campus maintenance are ensured by the support staff. Security staff provides safety to the students. The lab assistants

maintain the labs and periodically check the lab equipments and facilities. A Stock and Maintenance register kept in all the labs are verified by the Heads of the departments and the Principal. Annual maintenance contract ensures the upkeep of important equipment. UPS is provided to power sensitive equipment and computers. Air-conditioner is provided for sensitive installations. The optimum utilization of the lab is ensured by providing additional lab hours for student projects, water analysis tests and research activities. Lab is also used for giving On the Job training to vocational higher secondary students and for conduct of workshops to students and teachers. IT resources are supported by UPS/automatic switch over generators. Solar panels have been installed to support computer labs. A network resource center is available for the students to facilitate reprography and internet access. Network administrator is in charge of ERP software, website, computer maintenance and camera surveillance. Computers are monitored by the technical assistants and sensitive computers are provided anti-virus software. Design of brochures, banners and Newsletters are made by the faculty in charge and students. A digital version of a book for the migrant literacy programme was made by the B.Voc Animation and Graphics Department. Electronics Department developed a mobile app for teaching learning process and the students are taking pictures using the SLR camera which helps the documentation of the programme of the college.IT resources are used for film screening and review. Public address system of the college is used by the students to form "MES Rhythms Radio" club. Library is fully automated. It hosts a separate website, Walk-ins and Log in registers are kept. Stock verification is carried out every year. Sports amenities are maintained by the support staff. Time is allotted for the students to use the Health club. Hostel facility is provided to the students in sports quota in association with Kerala Sports council. College Play ground is available for championships and for the public and neighbouring schools on request. The school students of neighborhood are given training in yoga and martial arts. Auditorium, Seminar and Conference Hall are extensively used for the conduct of academic and cultural programmes. Committees are set up to improve the efficiency of the Canteen, college buses and Hostel. Water purification plant, sanitary pad vending machines and incinerators are routinely serviced. Biogas plants manage Solid waste disposal.

https://www.mesmarampally.org/Facilities

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Management Scholarship	63	975175
Financial Support from Other Sources			
a) National	E Grants, Fisherman Scholarship, CH Mohammed Koya Scholarship, National Scholarship, Suvarna Jubilee, State Merit Scholarship, Indira Gandhi Scholarship	754	4336256

b)International	Nil	Nill	0

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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Soft Skill Development	13/02/2019	120	S.R. Rajeev, Faculty, Rajagiri School , Of Social Sciences, Kalamassery
Innovative Practices In Knowledge Enrichment Programme	08/02/2019	100	Computer Society of India
Webinar On Advanced Leadership	08/01/2019	61	Mr. Anand Mahindra, Chairman, Anand Mahindra Group
Workshop On IPR	10/01/2019	120	Adv. Pradeep Kumar R, Asst.Professor, Bharata Mata College, Thrikkakkara
Webinar on IPR	10/01/2019	120	FIDUS Law Chamber
Webinar On Career Development	24/01/2019	120	Dr. Anand Deshpande, Founder, Chairman And MD Of Persistent Systems
Mock GD and Interview sessions	24/01/2019	130	Departmen of Psychology
Career orientation Career opportunity for commerce graduates	09/06/2018	115	Edusol Agency, Muhammed Hashim, ACCA
RANDHAL-an art out of wasteTraining programme	27/10/2018	60	Anzal Syed, Interior coordinator, Olive Builders, Kaloor
Value based education	10/08/2018	102	Dr.Lelamma ,Retired Professor, UC College Aluva (Department of Psychology, MES College Marampally

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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	Inhouse Inter departmental Mock GD and Training Session (MHRM Dept.)	30	130	Nill	15
2018	'Campus to Corporate' programme : Career Guidance by Alumni (Biosciences Dept.)	Nill	50	Nill	Nill
2018	HACCP Training (Biosciences Dept.)	Nill	10	1	1
2018	Career Counselling for Higher Education and Employment	Nill	59	Nill	Nill
2018	Problem Solving Drive (Physics Dept.)	1	Nill	1	Nill
2018	Department of Psychology	45	Nill	9	Nill
2018	ICWA (Commerce Dept.)	1	Nill	1	1
2018	ACCA (Commerce Dept.)	3	Nill	3	Nill
2018	Banking Academy (Commerce Dept.)	2	Nill	3	Nill
2018	KMAT (Commerce Dept.)	6	Nill	6	Nill
[View File](#)					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
11	11	4

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Nil	Nill	Nill	Wipro, TCS, Infosys, HDFC, Cipla etc	177	125

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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	36	B.Sc. Psychology	Psychology	Kerala University, Kannur University, Jain University, Loyola College, Pondichery University, TISS Chennai etc	M.Sc Psychology, MA Counseling Psychology etc
2018	9	B.Sc. Physics	Physics	Cochin College, CUSAT, Al-Ameen etc	M.Sc. Physics, MSc Instrumentation etc
2018	15	B.Sc. Biotechnology	Biosciences	MES College, MA College, CMS College, Jain Universityetc	MSc Biotechnology, MSc Forensic Science
2018	2	B.Voc. Animation & Graphic Design	B.Voc.	Rennes School of Business, 3D Solutions	Brand management, 3D Max
2018	16	B.Sc. Electronics	Electronics	CUSAT, FISAT, AIMAT etc	MSc Electronics, MCA etc

2018	5	B.Voc. Logistics Management	B.Voc.	Edith Cowan University, Hertfordshire University	Master of Supply Chain and Logistics Management, MBA Logistics & Supply Chain Mgt
2018	28	BCA	Computer Applications	FISAT, RIT, CUSAT, UC College, MA College etc	MCA

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	3
CAT	18
Any Other	1

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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Mehandi Fest	College	28
Photography contest, Mazha	College	32
Quiz	College	69
Debate	College	68
Best Manager Competition	College	57
Freedom Quest	Intercollegiate	46
Inerdepartmental Management Game	College	98

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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Third place and cash award of Rs. 6000	International	1	Nill	170353	Rahul Krishna

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The Student Council took an essential and vital role, committed to support all students from all the academic sections under varied backgrounds and experiences and acts as an official representation. It also represents the voice of the Students' body at the University. The Students Council is administered by a group of members being elected by the students on every year. The Council discharge cardinal role in building students' personalities to be aware of the social well-being within the frame of the minority group culture, ensuring the positive interaction between students, departments, faculties and uplifting and giving support to the academic progress. It strengthens the relations with student groups and organizations from one side and the several establishments from the other side, in a way that guarantees the achievement of the Union objectives and does not contradict with College discipline and directions. They pay attention to students' issues and work on solving their problems in cooperation with College administration. The students have representations in almost all administrative bodies including Anti ragging, Anti Sexual Harassment, Grievance Redressal Cell, Anti-Drug Cell, Women Cell, Quality Circle, Career Guidance Placement Cell, Library Advisory Committee, Entrepreneurship Development Cell, Nature Club, Quiz Club, Canteen Advisory Committee, College Bus Advisory Committee, Mathematics Club, Science Club, Planning Forum, Entry into Service, Energy and Environmental Conservation Club (EECC), Alumni Association, NSS, NCC, Cell for Research and Publication, Counseling Center, Film and Photography Club, Readers Forum, Computer Literacy Forum, Remedial Coaching, Tutorial System, WWS, Department News Letters, Coordinators of various programmes, Department Association, Consultancy cells, Journal Club and Drama Club. The students' representation in various academic bodies ensures the identity of interests, consolidation of students' unity, and rejection of confessional feuds, regionalism and sectarianism, thereby contributing to a democratic atmosphere for debate that respects other opinions. The interaction of the students with their related associations and cells contribute them to exponentiate their skills and talents towards the progress of not only the individual but also the institution and society as a whole. The Students council would engage students in politics, activism, societies, social activities, volunteering and more-something which would be compared to a grassroots citizenship education. College stands to gain from this closely knit proximity of students with administration by promoting a code of transparency and morality among student community in all the activities and decisions taken by College and Management for the disciplined tutelage and development of students as well as College.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The alumni association of MES College, Marampally, 'ORMA' has been started in the year 1995. Every year we have regular meetings on Jan 26th. It is a registered society with the registration number EKM/TC/194/2018. Every outgoing student is enrolled to this alumni group. As the college grew, the alumni activities also grew in its vastness and depth it has 7 abroad chapters (UAE, UK, USA, Oman, Qatar, Kuwait and Saudi Arabia) and many state level and city level units all over India. The activities of ORMA include honoring high achieving students, sponsoring poor students with high academic achievements, honoring teachers who have taken credible efforts to the enrichment of the society etc. Alumni also take interest in the curricular aspects of the college. We have an active Facebook page through which they provide feedbacks regarding curriculum development. As they find the difficulties and advantages

of having been trained with this syllabus, they are the best group to give suggestions regarding the same. In addition when they come to college in small groups they meet the present students and gives motivational talks so as to equip the students for choosing better career, enforcing the bonding between present students and teachers. Important contribution by them is in racing funds for buying books that will help in improving the knowledge wealth for the new generation. They also help in organizing exhibitions and cultural programs. Many of our alumni are actively involved in research and academics. They function as a source for identifying resource persons in different departments and thus helping us realizing may dreams. To our pride we also have situations when our alumnus has come as resource persons for national level seminars. They have helped in organizing skill development programs, curriculum enrichment sessions and coaching classes. We have department wise social networking group which is very active and also we have another network where the coordinators of 7 chapters and the college coordinator is involved, so that they can update and upgrade the activities, its name is MES ORMA GLOBAL. There were many instances at which our Alumni have provided financial support to the deserving students. A typical example is their support extended in the flood relief activities in the month of August 2018. Moreover the Alumni association has taken pivotal role in the 'Swapnaveedu' project, wherein we could construct houses for the deserving families of our fellow students.

5.4.2 – No. of enrolled Alumni:

608

5.4.3 – Alumni contribution during the year (in Rupees) :

223728

5.4.4 – Meetings/activities organized by Alumni Association :

Meetings and Activities in the year 2018-19 15.08.2018: Food Packet Distribution at Relief Camp by ORMA MES College Marampally Alumni Association 09.11.2018: ORMA Oman Chapter alumni Meet 26.01.2019: ORMA MES College Marampally Annual Alumni Meet held at MES College Marampally Campus. 10.02.2019: ORMA MES College Marampally Alumni Association initiated the 'Swapnaveedu' Project. 14.02.2019: Career Guidance class by Dr. Binoy P Nadapuram , Research Associate, Imperial college, London (M.Sc.BT 2003-2005 batch) for first year UG PG students of Bioscience Dept. 14.02.2019: Industrial Visit to BSNL Exchange, Adimali 16.02.2019: ORMA Kuwait Chapter Alumni Meet 23.02.2019: Alumni association of the 2013-16 Batch B.A. Communicative English named Ventura gathered along with their teachers. 25.02.2019: Career Guidance and Higher Education Opportunities in English. 27.02.2019: Conducted the event Blooming Mathsters for Plus Two students with the association of BSc Mathematics. 28.02.2019: Session on Programming in VHDL for the students of M.Sc. Electronics. 08.03.2019: Session on E-Resources in Learning 31.03.2019: ORMA Qatar Chapter Alumni Meet 15.05.2019: MES College Marampally Commerce Alumni Meet 30.05.2019: ORMA UAE Chapter alumni Meet

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The institution has an effective strategy for delegating authority and providing operational autonomy to all academic departments, clubs and associations to work towards decentralized governance. The institution promotes participative management by involving the staff and students in various activities and clubs. Case Study 1 Participation in University Arts Festival

Education should impart not just academic knowledge, but also ensure overall development of students. The participation of students in cultural events at University level was found less before 2013. Thus, to envisage Vision 2020, the Management formulated a strategy to enhance co-curricular participation in University level Competitions. Every year, toppers of various arts events in the college competitions are selected for participating in University Arts festival. The Principal meets with the Staff and student coordinators of art events and the decisions taken are reviewed further by the Management. Adequate feedback from the Student's union is always taken into account in decision making. Trainers of various cultural events are arranged for practicing group events. Staff coordinators and faculty are assigned duties for each group event. The substantial financial backing from the Management and PTA is crucial for effective implementation. The college has now attained a remarkable position in University level Youth festival. These successes are always the result of unity and participation of whole team of MES College Marampally. Case Study 2 PRAGATHI : Reaching the Unreachable MES College Marampally is positioned in a rural panchayath, where the majority population is semi-literate and the inhabitants are mainly daily wage earners from financially and socially marginalized communities. The College is a regular benefactor of Government UP School, Vazhakkulam for the past five years, where the wards of these marginalized groups are studying. Being a higher educational institution, the college owes a responsibility towards the community it belongs. Extending the community service activities, the college has initiated a programme titled PRAGATHI in which the students of North Vazhakulam Government UP school is supported by being provided study materials and school stationery like school uniforms, bags, boxes, notebooks, and umbrellas at the beginning of every academic year. Over the years the activities have evolved into an exclusive charitable body of the college under the banner PRAGATHI. The programme is executed in a triangular partnership method, with the expenses for buying the study materials met by students, teachers and Management. At the beginning of every academic year, PRAGATHI Coordinator calls a meeting of all the heads of the departments and student representatives of all classes to collect funds for the charity drive. Class tutors aided by class representatives take initiative in collecting the fund. The College Management and staff take special interest in pooling funds for this extension activity. The students play a vital role in the implementation of this activity. With PRAGATHI, the college is able to inculcate the value of service to humanity among its students. On an average, 225 students of North Vazhakulam Government U.P. School are getting benefited and the college spends an average amount of Rs. 20,000 every year.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	• The college has become a local chapter of NPTEL courses • Additional Skill Acquisition Programme of the college accredited by four stars. • College has started the DCA programme under CCEK • The college has become a local chapter of Spoken tutorial courses of IIT Bombay • Six faculty are members of board of studies. • Collects feedback on curriculum from stakeholders to represent in board of

	studies. • Curriculum enrichment is performed by Industrial visits, poster making, project presentation, Internships, KSCSTE supported student projects etc.
Teaching and Learning	• Some of the faculty members are using Google classroom as LMS. • Participative teaching and experiential learning like project exhibition, industrial visits, on the job training, Internship, field surveys, project presentations, executing outreach programmes and Intensive laboratory sessions. • Centre of Kerala Higher education initiatives like Walk with scholar (WWS), Scholar Support Programme (SSP)for advanced and slow learners, and additional skill acquisition programme(ASAP)
Examination and Evaluation	• Being an affiliated college limited flexibility for examination and evaluation reforms. The college follow the directions of University for conducting the examinations. All the courses are CBCSS based and follows the ratio of 1:3 for Internal and external evaluation. • Online test to MSc Biotechnology students, Five minute test by mathematics department, case study presentation by Psychology and Business administration students, group activities to measure and improve their communication level by Business administration students are some of the reforms in internal evaluation
Research and Development	• The Institution has a research committee which is actively engaged in the promotion of research culture in the institution. Research paper presentations of PG students and faculty are frequently held. The papers recommended by the expert committee are published in the biannual multidisciplinary journal FORTIS. • Nineteen research papers published by our faculty members in peer reviewed national and international journals. • Doctoral degree awarded to five faculty • Six KSCSTE funded student projects has been sanctioned to the students of science departments. • The Department of Bio Sciences and Computer applications applied for recognising the department as research Centre of MG University
Library, ICT and Physical	• The College library functions as a

Infrastructure / Instrumentation	separate block in the college with an area of 803.6 Sqm. The library has a spacious reading room and an internet browsing facility attached to it. The library advisory committee suggests the books and journals required for the library and that has been purchased. Library continues its subscription to UGC-NLIST journal repository. • A new block building was started to be functional in the college. The area of the built-in space is 30,140 sq.ft comprising 16 classrooms, library, spacious seminar hall, three departments and four labs. • 80 of the classrooms are equipped with LCD projectors in this academic year to facilitate ICT enabled teaching. The campus has enabled Wi-Fi connectivity. • A full-fledged e-content Studio and language lab has started functioning • The physical infrastructure of the college is ensured its optimal utilization through the dedicated staff appointed in each area where it required. Maintenance has been done periodically by the support staff. The infrastructure of the college includes fully equipped conference hall, Electronics, Computer, Biosciences laboratories, Language lab. Playground, Basketball court and health club is also maintained periodically and ensured its quality for optimum utilization.
Human Resource Management	• Institution continued its participative and inclusive strategy in the division of responsibilities and charges of various clubs among the staff members in the opening day of the academic year. • Management and Principal explain the prospective plan of the institution and subsequently, IQAC gives guidelines to prepare action plan by the departments. The action plan is finalised in a meeting of IQAC, Head of the departments and staff council. • Programmes and training sessions for the professional development of the staff has been conducted. • Cultural inclusion of the staff is a deliberative objective which is materialised by celebrating important festivals like "Onam", Christmas, Ramzan and "Bakrid". A staff day at the end of the academic year is celebrated to fortify the spirit of oneness. • "Best performing teacher"

	and "Best performing non-teaching staff" awards are distributed every year to honour the staff. Incentives are given to teachers who take in service PhD and publish papers in top tired journals. • Teachers with international recognition, distinction in curricular and extra-curricular achievements are honoured in public meeting.
Industry Interaction / Collaboration	• The Post-graduate students are collaborating with premier research institution like Kerala Agriculture University, CUSAT for their summer dissertation. • The B Voc departments have functional MoU with Media and Entertainment Sector Skill Council, Neospark, Zillion, Magmyth Vfx Studio and Kochi Muziris Biennale. Similarly, Commerce department has MoU with AIZAR PIPES, Vazhakkulam. Arabic department has linkages with Aster Medcity Kochi,Lakeshore hospital Maradu. The psychology department has MOU with IUCDS, MG University. Commerce department has functional MoUs with Kerala start up mission, Prestige Laminates Pvt Ltd, and Plaza Suites Services Apartments. • The Department of Electronics is collaborated with Cochin University of Science and Technology in a major research Project. • The institution has collaborated with Indian Academy of Sciences, ICSSR, KSCSTE for conducting workshops. The college is also collaborated with Kerala State Literacy Mission for educating migrant laborers.
Admission of Students	• The admission of the students is conducted by the MG University through central allotment process (CAP). The reservation policy of Kerala government is followed in admissions. • Fifty percent of the admission to the self financing courses and 20 of the aided programme is conducted by the management as per the Kerala government norms.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Planning and Development	NIL
Administration	E-governance has been implemented in administration using TCS software. The college admission, issue of Transfer certificate, student details,

	attendance, internal exams marks, faculty details and faculty coordinated activities are available in the college management software which is available to the top management.
Finance and Accounts	All the finance related activities are automated using MES Dkatia software
Student Admission and Support	The college admission, student details, attendance, internal exams marks entry are available in the college management software TCS which is available to the top management.
Examination	The Mahatma Gandhi University has introduced Single window system for registration, communications, examinations, results, PG and UG question papers etc. as a part of the digitalization.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Mr Sanjayan TS	International Conference on English Language Teaching held at Indonesia	International Conference on English Language Teaching held at Indonesia	10000
2018	Dr. Manzur Ali P P	Faculty Development Programme organized by DDUK, CUSAT	CUSAT	6000
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	workshop on DESMOS software as part of National science day celebr	Organized a workshop on DESMOS software as part of National	25/02/2019	25/02/2019	33	2

	ations on 25/02/2019	science day celebrations on 25/02/2019				
2018	one day workshop for curriculam development for B.Voc programmes	Nill	30/11/2018	30/11/2018	5	Nill
2018	Coputerised accounting	Nill	06/12/2018	06/12/2018	75	2
2019	Research methodology workshop supported by KSCSTE	Nill	19/01/2019	20/01/2019	90	Nill
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher course	1	14/11/2018	04/12/2018	1
Five day workshop on Advances in Machine Learning organized by Division of Computer Science and Engineering, School of Engineering, CUSAT under TEQIP Phase II November 2018.	1	26/11/2018	30/11/2018	5
international Conference APSYM -2018 16th biennial Symposium on Antennas and propagation organized by at Department of Electronics,	4	03/12/2018	05/12/2018	3

CUSAT				
Faculty Development Programme entitled, "Induction Training Programme in Social Sciences for College Teachers from Kerala"	1	10/12/2018	19/12/2018	10
Five day Short Term Training Programme on Technology Enhanced Learning Environment scheduled organized by Division of IT, School of Engineering, Cochin University of Science and Technology.	2	07/01/2019	11/01/2019	5
PG syllabus revision workshop at School of Pure and Applied Physics,MG University	2	17/01/2019	19/01/2019	3
workshop on Research method ology,writing p ractices,langua ge and soft skills, organized by Research promotion council, MES college, Marampally ,funded by KSCSTE.	4	18/01/2019	19/01/2019	2
Kerala Science Congress exhibition conducted at Fathima Matha	1	02/02/2019	03/02/2019	2

National College, Kollam				
Five day workshop on "summer school on Deep learning" organized by Department of Computer Applications, CUSAT	2	20/05/2019	24/05/2019	5
Workshop on DESMOS software as part of National science day celebrations organized by Department of Mathematics Statistics, funded by KSCSTE.	8	25/02/2019	25/02/2019	1
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	33	Nill	2

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
The college gives due consideration to its faculty members. The grievances of the faculty are redressed with top priority by the management and Principal. Staff welfare schemes of the institution comprises the following. 1. Salary advance scheme 2. Day care facility 3. College bus and hostel facility at a subsidized rate 4. Canteen 5. Co-operative and credit society 6. Emergency medical aid with Doctors' Consultation facility 7. Counselling center 8. Staff club and celebration of festivals	The college gives due consideration to its staff. The grievances of the faculty are redressed with top priority by the management and Principal. Staff welfare schemes of the institution comprises the following. 1. Salary advance scheme 2. Day care facility 3. College bus and hostel facility at a subsidized rate 4. Canteen 5. Co-operative and credit society 6. Emergency medical aid with Doctors' Consultation facility 7. Counselling center 8. Celebration of festivals with family members 9. Health club, sports	Various scholarships like Management scholarship, Post metric Scholarship Central sector scholarship, state merit Scholarship, Hindi scholarship, Suvarna Jubilee Merit Scholarship, C H Muhammed Koya scholarship, Blind/ P H scholarship, Scholarship for dependent of Jawans, E grant are availed by the students. Various endowments and prizes are also given to outstanding students in curricular and cocurricular activities by the management, PTA and Alumni. College provides counselling and

with family members 9. Health club, sports facility and Staff recreation room 10. Principal's award for Best performing teaching staff 11. Honoring with gold coin at the time of retirement 12. Honoring of faculty acquiring higher academic qualifications by PTA and Management	facility and Staff recreation room 10. Principal's award for Best performing non-teaching staff 11. Honoring with gold coin at the time of retirement 12. Uniform for security guards	doctor facility for students. Accident insurance is also provided for the students. Book bank facility is available in the library for the financially backward students.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The institution ensures transparent mechanism for conducting external and internal audit for both Government and Management accounts separately. There are three levels of audit for the funds sanctioned by the Government. They are Chartered Accountant, Directorate of Collegiate Education, and Accountant General. The institution has a strong financial advisory board for Management of accounts and all the accounts sanctioned are audited internally as well as externally. The internal audit of Management accounts is done by the Treasurer, MES Central Committee, Calicut periodically. The Management has appointed M. A. Moideen and Associates as the external auditor of the Management accounts.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
non-government bodies, individuals, philanthropies	791179	for various student and staff related activities
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6.4.3 – Total corpus fund generated

49334947

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	External expert	Yes	Core Monitoring Committee
Administrative	Yes	Nill	Yes	MES Audit

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Active support is rendered by the PTA during the academic year 2018-19. • PTA awarded cash prizes to students who had passed with A and presented mementos to the toppers of each programmes and winners of M. G. University arts and sports events. • Cash awards were also given to students who participated in international and national level sports events. PTA also appreciated teachers with outstanding achievements. A special cash award was given to the best bus

driver. • Counselling facility for the students has been made available in the college once every week with the financial support of PTA. • A Doctor is visiting the college twice in a month for the consultation of students and staff. Five sewing machines and one embroidery machines were bought availing PTA fund for tailoring practice for female students. • A Book Bank is maintained by PTA in the library to support the educational needs of the most deserved students.

6.5.3 – Development programmes for support staff (at least three)

• The management and IQAC promotes the professional development of support staff. They are encouraged to attend various programmes with regard to professional development. • Participation is ensured in the training programmes organised by the government /similar bodies. • Department of mathematics organized a workshop on DESMOS software as part of National science day celebrations on 25/02/2019 for non-teaching staffs.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

• IQAC promotes Technology Enhanced Teaching Learning process by conducting workshops and seminars • Green Initiatives like Biogas Plants, Rain Water Harvesting and Water Purification System, Solar Power Plant • Student Support Services such as Counselling Centre and Doctor Facility • Strengthening of Fine Arts and Sports • Promotes social extension activities • Enriching knowledge of students by Campus to Corporate programme • Promotes research • KSCSTE funded Student Projects

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	No
d)NBA or any other quality audit	Yes

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Finishing School was conducted for the final year UG Students of MES College Marampally to give training in Interview techniques, Group Discussion and Resume Preparation.	07/01/2019	07/01/2019	07/01/2019	57
2019	KSCSTE Research Methodology Workshop	18/01/2019	18/01/2019	19/01/2019	100

2019	FDP for HSST	06/03/2019	06/03/2019	06/03/2019	80
2018	Two day External audit by Prof (Dr) Selvam, Former Dean and Professor of Bishop Haber College, Salem - May 3-4, 2018	03/05/2018	03/05/2018	04/05/2018	68
2018	Faculty Development Programme in association with MES Training Academy	27/04/2018	27/04/2018	27/04/2018	84
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Workshop on Health Practices by Womens Cell	02/07/2018	02/07/2018	56	35
Talk on "Kerala sthree, innale,innu,nale"-Women's Cell	04/02/2019	04/02/2019	50	29
Workshop on Self Defence	08/02/2019	08/02/2019	54	Nill
Workshop on Dream Catcher	14/02/2019	14/02/2019	31	Nill
Cookery Show for Females	28/02/2019	28/02/2019	36	Nill
Stitching Workshop-Kids Wear Garments	05/03/2019	05/03/2019	27	Nill
Cyber Crimes and Law, Substance Abuse and Safety Measures for	10/01/2019	10/01/2019	100	47

Youth by Anti Sexual Harrassment Cell of the College				
On World girl child day, a session on "Women Health" in association with Family Health Centre, Vazhakulam	24/01/2019	24/01/2019	87	2
Gender Sensitiation Activity by Snehitha Help Desk , an NGO	08/02/2019	08/02/2019	72	54
Counselling session for PG students (including a Pre marital counselling session)	14/08/2018	14/08/2018	46	7

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Power requirement met by renewable energy sources-12000 KWh Total power requirement-64700 KWh Percentage of Renewable energy generated and used-18.54 Renewable Energy Resource-Solar Panel

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	8
Provision for lift	Yes	Nill
Ramp/Rails	Yes	1
Braille Software/facilities	Yes	2
Rest Rooms	Yes	8
Scribes for examination	Yes	4
Any other similar facility	Yes	3

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff

2018	14	19	25/06/2019	1	Pragathy- School Kit Distribution to school children	Support to nearby government school	2258
2018	14	19	30/08/2018	1	Flood Relief-Alappuzha	Cleaning a school at Alappey District post flood	139
2019	14	19	26/02/2019	6	Kanakkum Kariyavum - An extension activity at nearby local school	Shortage of subject teachers in school	25
2018	14	19	31/10/2018	1	Kaithangu - A visit to the aged and infirmed, Old Age Home, Chunangamveli	Health and wellness of local community	38
2018	14	19	16/12/2018	5	KSCSTE Sponsored Environment Management Training	Waste Management, Prevent and spread awarenes on Commuinicable diseases among the local community	39
2019	14	19	05/02/2019	1	Resonance 2019- Project Exhibition -Students of NIHSS along with their	Exposure and skilling students in the local public school	62

2019	14	19	02/09/2019	1	Medical Camp at Olive Palliative students as Volunteers by NSS	Health and wellness of local community	51
2018	14	19	10/10/2018	1	World Sight Day theme of 2018 is Universal Eye Health and observed by visiting School for the Blind, Aluva, situated near Kuttamassery.	Inclusion of the physically challenged	38
2019	14	19	20/02/2019	1	Awareness Programme on E-Payment System to Kudumbasree members	Inculcate the knowledge about new trends in Banking	18

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of Conduct for teachers	03/07/2018	The teacher code of Conduct relates to their expected conduct at the college and related academic activities, which is in tandem with the UGC Code of Conduct Guidelines . The institutional stakeholders at all levels adher to the code of conduct prescribed by the affiliating

		university and the State Higher Education council
Code of Conduct for Principal	03/07/2018	It states the various principles he has to abide in the working of the institution, which is in tandem with the UGC Code of Conduct Guidelines .
Code of Conduct for students	03/07/2018	There is separate Code of conduct designed and published for the students. It has various aspects related to academic programmes and courses in each programme, the mandatory components and requirements as attendance, internal marks, discipline, usage of labs and library and other facilities.
Code of Conduct for Alumni	05/04/2018	The Alumni code of conduct is clearly stated as the provisions in the ByLaw of the Registered Association.
Code of Conduct for NTS	03/07/2018	There is a code of Conduct for the NTS related to office matters, which is in tandem with the UGC Code of Conduct Guidelines .

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Cyber Crimes	21/12/2018	21/12/2018	55
Martyrs Day-Lighting Candles to respect the VeerJawans	19/02/2019	19/02/2019	68
Election awareness by Parliamentary affairs Club	19/03/2019	19/03/2019	100
Yoga Day-Yoga Practices for Well Being	21/06/2018	21/06/2018	46
Blood Donation NSS in association with IMA Aluva organized blood donation camp	11/02/2019	11/02/2019	60

Palliative Day	15/01/2019	15/01/2019	35
Organic Farming Vegetable Development Programme of Kerala Government	15/02/2019	15/02/2019	157
Awareness against Drug Abuse by Psychology Department	26/06/2018	26/06/2018	118
Cyber Crimes and Law, Substance Abuse and Safety Measures for Youth by Anti-sexula Harrasment Cell	10/01/2019	10/01/2019	150
Road safety	21/12/2018	21/12/2018	55

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1) Shanthisthal-It is a designated area in the campus that has a collection of rare aand endangered plant series, especially different varieties of bamboo. It is funded by the Kerala Biodiversity board 2) Rain water Harvesting structures and Rain Water Pits 3) Vermi composting Unit 4) BioGas Plant at Canteen and Hostel 5) Solar Panels,Use of energy saving LED lightings 6) Energy and Environmental Conservation Club (EECC) is very active and promotes energy savng practices among the students and staff of the college by organizing various energy conservation activities . Energy audit and Green audit are conduced regularly. The department of Physics has designed and put for sale LED bulbs assembled by the students at the Students Bazar . A Mega cycle rally 'CYCLOTHON' was conducted as part of the National Cycle Day celebrations on 12 October 2018. Energy conservation camp,THEJUS 2018 held at Vazhachal,Thrissur from 25th to 27th January 2019. 7) Observance of Days and actvities to promote environment awareness, consciousness and practices among the students, staff and local Public. Activities and rally on world environment Day , Wetland Day and Ozone Day 8) A numer of activities under the Swachh bharath by various departments, NSS, Nature Club in the college premises and locality 9) Plastic pen collection for recycling purpose from the students and staff initiated by the English Department 10) Planted trees in the campus by various departments under the leadership of nature club - Mythree Mytree programme 11) Organic Farming and Harvest in the College Premises and in the locality by the NSS 12) Nature Camp to spots of biodiversity as Peechi, Thrissur to promote environment conservation, by the nature club members 13) An association with Clean Kerala Company was initiated for e-waste management. Waste Management Sessions for the students, staff and the local people by the NSS and various departments 14) Onathinoru Muram Pachakkari [Organic Farming during festive season]

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice: I Title of Best Practice: Eco friendly Activities Goal The institution is upholding environmental consciousness and values and thereby to inculcate these values in mind of students and thus to create an environmentally responsible citizens. The Context The campus, spread out in a hilly stretch surrounded by lush greenery, is a sure sight of delight for a lover of nature. The college is also in close vicinity to the river Periyar and

very near to the city of Kochi and the International Airport, Nedumbassery, Kochi. With around 2200 students and 200 staff members, there needs measures and practices to integrate with nature and the impact on the nature can be severe if its waste disposals, recycling etc. is not properly managed. The college assumes responsibility and commitment to keep the ecological balance intact. The Practice The College follows a code for environmental protection and every department in the college follows the code within their constraints. There is a Green Office at the heart of its campus to make it an inspiring and 100 sustainable place to work and study. As an initiative towards paperless office, College carries on its student and faculty related records and reports using Total Campus Solutions (TCS) for office automation. The institution greatly depends on ICT practices thereby reducing the usage of papers, printing is strictly limited to necessary and unavoidable situations with optimal use of papers. The eco friendly activities also include sustainability practices in all facets of the programs organized by the institution, processes in the institution and student experiences. The college library is computerized with OPAC system. Various measures as Green audit reports, Energy audit Solar panels, vermicomposting unit, biogas plant, Expenditure on green campus, organic farming, rain harvesting structures, eco-friendly sign boards, 'Shanthistal', massive replacement of light bulbs with more efficient LED lighting are major practices. Building and refurbishing to high environmental standards, saving energy, reducing waste and improving health and wellbeing is not only within the pillars of the institution. It has reach to the local community in terms of workshops in Energy saving devices to the local self help group, Cyclothon Campaign and rally, nature camps to vulnerable ecological spots, waste management sessions by experts, cleaning water resources in the locality and recharging water tables by rain pits are major practices adopted for environment and sustainability. Various departments take initiatives in collecting used plastic pens for recycling and creating crafts, Observance and environment sensitisation on various days related to environment like Environment Day, Ozone day, Wetland day etc. to create an awareness among students and people in the locality. Greater measures are adopted to turn the campus into a green zone by planting trees during Alumni Meets, NSS Camps, Festive times of Onam etc. Campus also promotes organic vegetable farming in the college premises with the support of students. 'Santhisthal', a garden which nurtures rare plants and trees is developed and maintained by the college with the support of the Kerala State Biodiversity Board. Evidence of Success ? Installation of Solar Panels ? Rain harvesting system ? Vermicompost, Biogas Plant, Organic farm at the college ? 'Santhisthal', a garden which nurtures rare plants and trees maintained by the college with the support of the Kerala State Biodiversity Board. ? Bamboo Planting in the college premises to keep up with the principles of Carbon Neutrality. ? Funded projects and activities sponsored by the Kerala State Council for Science Technology and Environment (KSCSTE). ? Plastic free campus ? Green conferences and seminars- e-brochures, cloth banner, ecofriendly plates and glasses. ? Paperless Office ? LED Lighting for save energy resources ? Majority of the students use transportation facility provided by the College. It has services to nearby districts. ? Programmes to inculcate greater consciousness towards nature among college students, staff and local community. Problems Encountered and Resources Required: The major problems encountered in the implementation of the programme are a) Financial: Initial investment in the installation of solar panel required a lumpsum amount. Maintenance of green campus requires support staff. b) Procedural: Strenuous process of collection, assorting of wastes and active students' participation is hindered by rigorous schedule of semester system. Best Practice: II Title of Best Practice: Women empowerment Goal The institution aims in promoting girls' education and empowerment making them self-determined and self-reliant. The principle followed is educating a women is educating a family. Objectives • To promote girls education, especially among

students from minority and backward groups. • To prepare girls to face challenges in life by offering career oriented courses and skill development The Context The institution is located in a rural area and majority of the students are girls from minority sections of the society. The greatest challenge institution faces is the dropout rate of girls students owing to marriage and other familial responsibilities. College is taking greater efforts in creating an awareness on the need of education and career in women's life. The Practice A separate cell for Women functions in the college that caters to the needs and issues related to the girl students of the college. The Women's Cell has a faculty coordinator and student representatives. It regularly organizes various programmes for skill development, gender sensitization, legal awareness, domestic violence and sessions from experts on women hygiene and health. There is a tailoring unit and an instructor in the College and students are given training. Girls are given equal participation in various bodies of the institution as Union, quality Circle, Nature club, NCC, NSS, Red Cross, other cells and clubs in the college. They assume key roles in various College bodies which instils in them leadership qualities and participative decision making. Self-defence and legal awareness classes are organised for girl students to boost their confidence and to live with self esteem. Equal opportunity and zero discrimination on the basis of gender is ensured in campus. Special sessions are given by the college counsellor for girls exclusively to discuss and find solution to any problems they face. To protect their privacy and avoid hesitation of girl students to approach and make use of counselling services, the counsellor of the college is a Lady. There are separate rest rooms, comfort zones and Hostels for girls in the college premises. There is 24x7 security and CCTV surveillance across the campus primarily for the safety and security of the students. It is also interesting to note that the lion's share of staff of the college are Women. Girls students are financially supported by special scholarship schemes instituted by central and state governments. College management also supports girl students in their studies by providing scholarship and freeships. Evidence of Success ? With the organizational support as scholarship, empowerment of the female students have considerably increased. ? Sports Hostel for Women in the campus and provision for training and support in sports activities. ? Pre-marital counselling Centre is set up funded by the Kerala Minority Welfare Department. ? Equal representation of Women in academic and administrative bodies ? Greater success or pass rate among girl students, with many of them bagging prestigious university ranks. ? Entrepreneurial training and sessions ? During placement programs, there's steady rise in the number of girls getting placed in various placements. Problems Encountered and Resources Required The major problems encountered in the implementation of the programme are: a) Financial responsibility in conducting workshops and providing scholarships. b) Constraints related to making the students take up formal employment/entrepreneurship sometimes hindered by marriage and psycho social reasons.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://www.mesmarampally.org/IQAC/Item.aspx?Option=6&Sub=72

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The vision of MES College, Marampally is to work for the educational, social and economic advancement of the people of India in all possible ways. The mission is to promote higher and technical education and improve the standard and quality of education among the people in general, minorities and backward

classes in particular. The core values of college are Quality, Equity, Inclusion, Skill Development, Service to society and Empowerment. The college stands for equality and to create a more inclusive society for the girl students which was appreciated by the members of National Minority Commission. Women empowerment implies the ability of women to take decisions with regard to their life and work and giving them equal rights in all spheres like: personal, social, economic and so on. College had taken several activities to empower girl students and make them self-reliant. The vision 2020 of our college mainly emphasizes on women empowerment activities. For ensuring gender equality and participation, inclusion of one girl student is assured in every cell and committees that functions in the college. Women Cell organizes seminars, workshops on Gender sensitization and legal awareness. Other important activities include tailoring classes, training in artificial flower making, Embroidery workshops, conducting health and hygienic awareness classes, self defence classes. Women Cell take initiates to visit Orphanage and old age homes. College gives priority for admission to girls in management quota. Also special scholarships are provided to girl students. It is evidenced in that women students show greater academic excellence and bagged top positions in University examinations. "Swapna Veedu" (Home for your friend), is the plan co-ordinated to implement the core value of the College. Women students are given preferences for availing benefits of this project. There is separate Girls Hostel facility inside the campus ensuring with 24 hour security and CCTV surveillance system. Kerala State Sports Council allotted Sports Hostel facility in Wrestling and Basket Ball for improving the performance of the students in the respective events. Special Coaching is given for events like Taekwondo, Ju-Jitsu, Wrestling, Judo, Kurash martial arts, Kho Kho etc. Our female students have brought laurels at National and International levels., providing them with Diet allowance, sports kit etc. The Female students had conducted Self defence and training programs in various colleges and schools. Apart from Academic endevours, co curricular and extracurricular activities are importance for improving confidence, self esteem and team work. The college promotes cultural events and offers training for Group dance, Oppana, Thiruvathira etc. for participation in University Youth festival for which students have bagged awards. Other facilities include Day Care Facility, prayer room, rest room, Sanitary napkin vending machines, Incinerator, personal counseling facility for female students. A Premarital counseling Centre funded by the Kerala Minority Welfare Department, Government of Kerala has been established in this academic year.

Provide the weblink of the institution
https://www.mesmarampally.org/IQAC/Item.aspx?Option=6&Sub=72

8.Future Plans of Actions for Next Academic Year

 M.E.S. College, Marampally is a Government Aided college affiliated to Mahatma Gandhi University, Kottayam, established in the year 1995. The governance and the management of the college are anchored in the principles of Muslim Educational Society (Regd.), Calicut which is one of the largest minority educational agencies in Kerala. The establishment facilitated new directions in the field of higher education by offering a significant number of Vocational (Model II) and Technical programmes in tune with the demands of job market. The College offers Seventeen UG Programmes and Nine PG Programmes which includes five UGC funded B. Voc. Programmes. The College has reaccredited by NAAC with A Grade (CGPA, 3.38) in March 24, 2019 which is the first ever highest grade in the State as per the revised accreditation framework (RAF). The following are the plans for the future to move forward and to outshine as a beacon of excellence in higher education. Future Plans • Proposal submission for the Autonomous College Status of UGC • Strengthening of Consultancy services, developing collaborations and linkages with industry of various departments • Implementation of Skill oriented

certificate programmes to make students more employable • To bring vibrancy in the usage of Technology enhanced Teaching Learning Process. The institution has already mobilized resources for this. • Celebration of 150 years birth anniversary of Nation's father M.K Gandhi. Symposiums, seminars, quiz competitions, exhibitions, cycle rally were planned. Exclusive seminars will be convened with the support of members from Gandhi family. • Silver Jubilee celebrations of the Institution. Many programmes at department level and institutional level are planned to celebrate the 25 years of establishment. • To augment the activities of Institutions Innovation Council (IIC) established under MHRD guidelines • To apply for more B. Voc. and M. Voc. programmes of UGC • To get recognition for the Research centres of Biotechnology and Computer Applications • Apply for funded research programmes and major research projects of UGC, ICSSR, DST, KSCSTE, DBT etc. • Quality enhancement in Programmes like "Freedom Quest" (Intercollegiate quiz organized to celebrate with Independence Day) and "Pittura" (Mega painting Carnival of B.Voc. Animation department) in order to bring visibility and exposure to students. • Implementation of Unnat Bharat Abhiyan (UBA) of MHRD scheme for adopting villages near the college • To plan and implement community engagement programmes that will make measurable impact on social and economic condition of the local public. • To promote and organize environment friendly programmes. Linkage sought for this programmes with local self-government • Hosting of State level and National level sports events • Vehicle parking facility for students with the assistance of PTA • More alumni supported programmes. Finance mobilization using alumni for the institutional support to furnish laboratory and other infrastructural needs • Participation in NIRF and ARIIA ranking • More Library centric activities to enhance the reading activities of students