

MES COLLEGE MARAMPALLY

Marampally P.O., North Vazhakulam, Aluva-7



Submission of

Annual Quality Assurance Report (AQAR)

To



NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

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

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

1. Details of the Institution

1.1 Name of the Institution

MES COLLEGE MARAMPALLY

1.2 Address Line 1

Marampally P.O.

Address Line 2

North Vazhakulam, Aluva-7

City/Town

Ernakulam

State

Kerala

Pin Code

683 107

Institution e-mail address

mescollegemarampally@gmail.com

Contact Nos.

+91 484 2677104, 2678587

Name of the Head of the Institution:

Dr. A. Biju

Tel. No. with STD Code:

+91 484 2677104

Mobile:

9446078587

Name of the IQAC Co-ordinator:

Sri. Joseph Deril K S

Mobile:

9447604958

IQAC e-mail address:

josephderil@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

EC/60/RAR/19 dated: 05/07/2012

1.5 Website address:

www.mesmarampally.org

Web-link of the AQAR:

http://mesmarampally.org/AQAR/MES_AQAR_14-15.pdf

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	-	2004	5 years
2	2 nd Cycle	B	2.77	2012	5 years
3	3 rd Cycle	-	-	-	-
4	4 th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC:

DD/MM/YYYY

25/11/2004

1.8 AQAR for the year (for example 2010-11)

2014-15

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

- i. AQAR 2013-14 (02/02/2015)
 ii. AQAR _____ (DD/MM/YYYY)
 iii. AQAR _____ (DD/MM/YYYY)
 iv. AQAR _____ (DD/MM/YYYY)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

. B.Voc. programmes (B.Voc. in Logistics Management and B.Voc. in Animation and Logic Design)

1.12 Name of the Affiliating University (for the Colleges)

Mahatma Gandhi University
Kottayam, Kerala

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

Autonomy by State/Central Govt. / University	-		
University with Potential for Excellence	-	UGC-CPE	-
DST Star Scheme	-	UGC-CE	-
UGC-Special Assistance Programme	√	DST-FIST	√
UGC-Innovative PG programmes	-	Any other (<i>Specify</i>)	Community College
UGC-COP Programmes	-		

2. IQAC Composition and Activities

2.1 No. of Teachers	10
2.2 No. of Administrative/Technical staff	1
2.3 No. of students	60 (Students' Wing)
2.4 No. of Management representatives	2
2.5 No. of Alumni	1
2.6 No. of any other stakeholder and community representatives	1
2.7 No. of Employers/ Industrialists	
2.8 No. of other External Experts	1
2.9 Total No. of members	16
2.10 No. of IQAC meetings held	5

2.11 No. of meetings with various stakeholders: No. Faculty
 Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

1. National Seminar Organized
2. Examination reform
3. Two Institutional workshops.
4. Different Eco friendly Approaches
5. Conducted remedial coaching for backward students.
6. Orientation program for Semester I Students
7. Published a compilation of research articles teachers belonging to various disciplines continues.
8. CORE Monitoring Committee visit to all departments
9 . Encouraged the faculty members to pursue research in their respective field of study.
10. State level seminars
11. Monitoring of seminars, workshops, collaborations, extensions activities etc. organized by various departments
12. Conduct intercollegiate seminar for students

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
Core Monitoring Committee visit to all departments	Executed
Continue Evaluation National Seminars	Executed
Monitor department activities	Executed
Seminars for students	
Purchase new generator for uninterrupted power supply.	Executed
Construction starts for PG and Research block	Executed
Initiate steps to enhance the teaching –learning process with the help of the feedback received from the students.	Executed
Seminar and conference to be conducted using external fund.	Executed
Collaboration with institution and industries to be initiated.	Executed
Modernization of existing class rooms	Executed
Establishment of fitness centre	Executed
Implementing Walks With Scholar Programme and Scholar Support Programme	Executed
Construction of Bio Gas Plant & Solar Panel	Not Executed
Setting up Water Quality Testing Laboratory	Not Executed

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes No
 Management Syndicate Any other body

Provide the details of the action taken

Has been approved by statutory body.

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	9	-	7	-
UG	13	-	9	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others-(Skill orientated Programmes)	-	2	-	-
Total	24	2	15	-

Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Semester ~~1~~ ~~2~~ ~~3~~ ~~4~~ -

Num

1.3 Feedback from stakeholders* (On all aspects)

Alumni Parents Employers Students

Mode of feedback : Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Syllabus of Bachelor of Vocational Studies (B.Voc. in Logistics Management and B.Voc. in Animation and Logic Design) designed by our teachers and the same was approved by MG University.

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

Yes. Vocational Studies

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
32	25	7	nil	

Total No. of Self-financing faculty

Total	Asst. Professors	Lecturers	Guests faculties	Others
76	3	73		

2.2 No. of permanent faculty with Ph.D.

7

No. of Self-financing faculty with Ph.D. - 2

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

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

2.4 No. of Guest and Visiting faculty and Temporary faculty

4

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	16	67	
Presented papers	16	35	
Resource Persons	3	6	

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

Bridge course, teaching practice, project exhibition, research forum, book bank, paper presentation, PPTs, journal club, blogs, 360° project plan, cross age teaching, case study, quiz, article review from journals, project presentation for starting new business.

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

180

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

University external model, internal exams

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

10

2.10 Average percentage of attendance of students

84

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division/ Grading					
		A %	B+ %	B %	C+ %	C %	Pass %
B.Com.	69	4.35	34.78	23.18	18.84	2.90	94
BBA	52		17.31	19.23	25	25	87
BCA	64	1.56	20.31	31.25	28.13	6.25	87.5
B.Sc. Electronics	50		8	20	20	12	60
B.Sc. Mathematics	21		4.76	38.10	23.81	4.76	71.4
B. Sc. Physics	18		2.94	23.5	11.7	14.7	52.94
B.Sc. Microbiology	22		20	41	8	25	95
B.Sc. Biotechnology	18		16	33	25	8	83
B. A. English	31			19.35	22.58	12.90	54.84
B. A. Arabic	19			10.53	10.53		21.06
M Sc. BT	12	8.33	25	33.33			66.70
M Sc. MB	16		18.75	18.75			37.5
M Sc. BC	6			16.67	50		66.70
MSc. Electronics	31		6.45	48.38	3.22		58.05
MCom.	37		18.92	35.14		5.41	59.45

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

Prepare an academic calendar to convey the examination schedule, teaching days, celebrations, holidays, vacations, and academic events to the faculty, Students and parents. Monthly report of activities collected from departments. Tutorial report collected.

The progress of students was monitored through unit tests, home assignments, seminars, etc.

Take student's feedback on teachers and same evaluated.

Different departments conducted the seminars, workshops, training programmes, etc for students where monitored.

Arrange teachers' training programs to develop teaching skill.

The Government of Kerala launched the Scholar Support Programme (SSP) in our college this academic year. It aims at imparting personalized additional support to needy students through tutorials, study materials, additional lectures, question banks and interactive sessions

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	3
UGC – Faculty Improvement Programme	4
HRD programmes	
Orientation programmes	3
Faculty exchange programme	2
Staff training conducted by the university	1
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	47
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	14	0	0	14
Technical Staff	2	0	0	10

Criterion – III

3. Research, Consultancy and Extension

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

The institution has a Research Council and Publication cell in place and the cell conducts their formal executive meetings twice a year. Promoted by the research cell, 14 paper presentations were held by the council this year. Teachers and PG students presented their papers. The second issue of the Biannual Journal FORTIS ISSN 2320-6985 was released last year. Submitted application for research centre – Computer science and Bio Science to MG University.

3.2 Details regarding major projects: NIL

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	5	10		22
Outlay in Rs. Lakhs	2.8 lakhs	949000		

3.4 Details on research publications

	International	National	Others
Peer Review Journals	14		
Non-Peer Review Journals			
e-Journals			
Conference proceedings	25	39	

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant Sanctioned	Received
Major projects				
Minor Projects	2013-14	UGC	949000	501250
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (<i>other than compulsory by the University</i>)	2014-15	KSCSTE	10000	10000
Any other(Specify)				
Total			1006500	511250

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges Autonomy CPE DBT Star Scheme
 INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		5	4		7
Sponsoring agencies		UGC	KSCSTE / Management		Management

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From funding agency From Management of University/College
 Total

3.16 No. of patents received this year

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

3.17 No. of research awards/ recognitions received by faculty and research fellows Of the institute in the year

Total	International	National	State	University	Dist	College
	1	1				

Dr. Manzur Ali P P, Assistant Professor, Department of Biotechnology, received UGC Raman Fellowship for doing Post Doctoral Research at Nebraska University USA. ;
 Dr. Julie M David, Assistant Professor, Department of Computer Applications Secured 'Best Paper award' in second international conference ICRTCSE 2014 organized by Appolo Engineering College, Chennai.

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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

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

- Walk With Scholar (WWS) Programme, a new initiative of Higher Education Council was introduced in our college during this academic year. Thirty students have been selected from all the aided courses on the basis of their marks at the Plus Two level. This academic year three external mentoring classes were conducted on different topics by Dr. Rengarajan (former faculty,

Dept. of English, Maharajas College, Ernakulam) Mr. B. Ajayakumar, (Rtd. Chemical Examiner & Corporate Trainer) and Mr. Manoj M.B (Corporate Trainer). Five mentors were selected to support the students. All internal mentors also took classes on soft skill development, reasoning, numerical ability and power point presentation. A field visit cum study tour with internal mentors was organized during the academic year.

- Under the Additional Skill Acquisition Programme (ASAP) a 21 days Residential Selection cum Training of Skill Development Executives (SDE) as part of Training Partner Scheme 2015.
- The 'Computer Padasala' is a joint venture of the students and teachers of the Department of Computer Applications, and the aim is to impart computer awareness to all the students of Govt. U.P. School North Vazhakkulam.
- Pragathy, an association of students, teachers, non teaching staff and management of our college gifted school bags, uniforms and study materials to the students of Vazhakkulam Govt. U.P. School. The Programme was inaugurated by Dr. Dileep Kumar, Vice Chancellor, Sree Sankara Sanskrit University Kalady. 215 students were given school kits.
- An awareness programme in connection with Campus Emergency Response Team Formation was held on 2 December 2014 in association with Help for Helpless Educational and Charitable Society, N. Paravur. The session focused on creating awareness and demonstration of Basic Life Support, Basic Trauma Care and Emergencies. Dr. Vivek.R., Emergency Physician, Dr. M.M. Haneesh, ENT Surgeon and Dr. Manu P. Vishwam, Ortho Surgeon were present on the occasion. On 25th January 2015 Dr. Muali Thummarukudy, Chief, Disaster Management and Disaster Risk Reduction programme, United Nations Environment Programme, (UNEP) Geneva took a session.
- As an extension programme, the Department of Electronics handled training programme for Govt. Higher Secondary School, Kuttamassery and a session on Health hazards of Mobile Phones was for girls and NSS volunteers.
- Department of Physical Education organized a 15 day (from 19th January to 5th February 2015) intensive yoga classes at Govt. U.P. School, Vazhakkulam .
- 'DYUTHI'- Technological Skill development workshop on 'Energy Conservation' for women:- As part of Women's Day celebration, the department of Electronics in association with NSS Unit of our college organized a one day technological skill development workshop on 'Energy Conservation –DYUTHI' sponsored by Women Scientist Division, KSCSTE for Kudumbasree members at Maulana AbulKalam Azad Memorial Hall, Vazhakulam on 9 March 2015. Dr. K Soman, President, Energy Conservation Society was the resource person. About 100 kudumbasree women, 5 each from 20 wards of Vazhakulam Gramapanchayat attended the programme.
- An Introductory class on "ABACUS" was arranged by the second year students of mathematics department for the seventh standard students of NIVHS, Marampally.
- 'Patheyam' the social extension programme of the department of Commerce to distribute Foods packets to poor patients and by-standers at Aluva Taluk Hospital and railway station premises.
- Training Programme for Kudumbasree unit: The major extension activity conducted by the Department of Biosciences was the training programme offered to the Kudumbasree Unit (9th ward, Vazhakulam GramaPanchayat) on domestically performable, useful techniques such as vermi composting, organic farming mushroom cultivation etc. The programme was conducted on 27 February 2015.
- Electronics Training Programme: - A five-day (August 2014) Electronics Training Programme was organized by the department of Electronics to a group of 35 high school students of

Govt. Higher Secondary School Kuttamassery with the objective of creating interest in Electronics among students and to inculcate in them practical knowledge by implementing simple electronics circuits. The sessions were handled by the faculty members with the support of students, alumni and technical staff of the department.

- As an eco friendly measure, a one day Workshop on ‘ART & CRAFT’ was organized for the students of Government U.P. School, N. Vazhakulam with the support of the department alumni on 10th November 2014 at the School premises.
- Paper Bag Distribution: Students of the department of Business Administration collected old news papers from the students of the college and handed over to Plan@Earth (NGO), Aluva. These papers were converted into paper carry bags by the inmates of blind school, Keezhmad. These paper bags were collected from blind school and were distributed to the local shops of Marampally on 2 February 2015. This activity intended to reduce the use of plastic carry bags in shops.
- Women Diseases awareness programme: As part of the international Women’s Day the department of Arabic conducted a Women Diseases Awareness Programme on 7th March 2014 at Nooria Trust auditorium, Kadungalloor. Mr. Prakashan (Health inspector), Mr. Siyad (Junior Health Inspector), Mrs. Jiji (Health Worker) were the resource persons.
- Comprehensive awareness programme on World Drug Abuse Day. Focused on “Ill effects of drug abuse and addiction among youth” the Department of Psychology in association with the Directorate of Field Publicity, Government of India and MEHAC Foundation, India conducted a comprehensive awareness programme
- In connection with AIDS day observance, NSS organized health awareness talk on “Waterborne and Vectorborne Diseases. Mr. Shivan, health Inspector, PHC, Vazhakulam was the Resource person. In connection with Aids Day Observance NSS and Red Ribbon Club organized a Street Play at Perumbavoor and Aluva on 1st December 2014.
- Department of Business Administration conducted a free dental camp for the people of Vazhakulam Panchayath in association with Indira Gandhi Institute of Dental Science, Nellikuzhy on 24/08/2014. 7 Doctors and 14 assistants engaged the camp. 110 patients registered.
- College provided financial support and distributed festival kits to students and financially backward persons (distributed Rs. 126365/-)
- As part of interdepartmental activities, the department of Electronics organized a short term course on MATLAB for I B.Sc. Mathematics students. This course is offered for a duration of 25 hours through 3 semesters.
- Value Education Classes: The Department of Business Administration organized a ‘Value Education Class’ for II and III year BBA students on 25 August 2014. The resource person was Prof. M.V. Jose, Principal, Lakshmi College, Parur.
The department of Electronics organized a talk on ‘Value Education’ on 15 July 2014. The talk was led by Adv. Charly Paul, High Court of Kerala.
- Blood donation camps.
- Symposium on ‘Partition of India: Truth and Falsity’ MES College Marampally in connection with MES Golden Jubilee Celebrations conducted a symposium on ‘Partition of India: Truth and falsity’ on 9 October 2014. The cynosure of the gathering was fully captured by a conference

under the broad title ‘The Contributions of Muslims in the growth of India’. Resource person was Dr. K.K.N. Kurup, a renowned historian and former Vice Chancellor of Calicut University.

- National Science Day was celebrated by the Department of Computer Application on 25th February 2015 in association with Kerala State Council for Science, Technology and Environment (KSCSTE). Fifty students from nearby schools participated in the event.
- The “International Ozone Day Observance-2014” was organized by the Department of Biosciences on 30 September 2014. The programme was sponsored by KSCSTE, Govt. of Kerala. An Inter Collegiate quiz competition and a poster competition for high school children on the topic “Health and Environmental Effects of Ozone Layer Depletion” were conducted.
- The activities of Reader’s forum - August 2014. As part of activity, story and poetry books collected by Reader’s Forum members were donated to the library of Govt. U.P. School, Marampally.
- Vayanadinam 2014 was celebrated on June 2014 as part of the activity of the Department of English and Library Advisory Committee.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	25.5 acre			25.5 acre
Class rooms	55	2	Management	
Laboratories	12	1		
Seminar Halls	2			
No. of important equipments purchased (\geq 1-0 lakh) during the current year.		12KVA D G SET Samsung LED TV UA48H4240 3nos. GW Instek make 30 Mhz dual trace AO model GOS-630FC Electronic Balance sports infrastructure and equipment	UGC	
Value of the equipment purchased during the year (Rs. in Lakhs)		1264460/-	UGC	
Others				

4.2 Computerization of administration and library

Library fully computerised, administration partially computerised (accounts, admission, examination)
--

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	11771	4424270/-	1044	728096/-	12815	5152366/-
Reference Books					1843	
e-Books						
Journals					22	6500/-
e-Journals	NLIST(INFCIBNET)				1	5000/- year
Digital Database						
CD & Video	750		150		900	
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	146	4	5 MBPS	10	3	1	11	
Added	25							
Total	171							

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

The Department of Electronics organized a 'Two Day workshop on ARM Processor' with the support of KSCSTE on and technical talk on 'Mobile Communications and Evaluation to 4G/LTE

4.6 Amount spent on maintenance in lakhs:

i) ICT	0.65
ii) Campus Infrastructure and facilities	2.5
iii) Equipments	0.5
iv) Others	
Total:	3.65

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC of the college regularly interacts with student representatives of each class by forming a quality circle group. The students are made aware of the existing services in the college and takes feedback for further improvement. An orientation class for freshers were also conducted to inform the students about various students' services available in the college. One of the initiatives of this academic year was the installation of drinking water facility with the support of PTA.

Placement Drives conducted for the students: Offers received from Alembic India Pharmaceuticals, Keltron on behalf of major IT companies IBM, Satyam, Wipro, Dell, SAP labs, HP, Mahindra, Subex, Syntel, etc. and financial institutions like Netherland Call Center, Nirapara, HDFC Bank, ICICI Bank, IDBI Bank etc for conducting their placement drive in our campus.

- Department of Business Administration
The Department alumni organised an Orientation and Personality Development class for the first year UG students on 13 August 2014. Mr. Abdul Hakkim K.M. (BBA, 2005-08 batch), HR Manager, Malabar Gold was the resource person.
One day workshop on 'Communication Skill Development, was organized for final year BBA students on 08 July 2014.
A workshop on "Personality Development" was conducted on 8 January 2015 for the students of II year B.B.A. The resource person was Mr. Soorej Abraham, Director, Career.com.
A workshop on "Career Guidance" was conducted on 26 February 2015 for the students of S6 BBA & MHRM. Mr. Soorej Abraham was the resource person. The theme of the workshop was preparation of Resume, Group discussion and Interview.
- Department of Computer Applications: - Students visited Srishti Innovative Systems Technopark, Trivandrum, as part of the visit, they arranged a workshop on new technology that is SWIFT Language as IOS to develop Response Websites.
- Department of Electronics - Career planning training session was conducted for third year students by Zion Hardware and Networking Institute, Kochi
- ASAP- Twelve BCA students have been selected for Summer Skill Computer Programmer Training and thirty final year degree students have been selected for Summer Skill Field Technician.
- In connection with YES (Young Entrepreneurs Summit) Summit 2014, ED club organized an Open Forum with successful entrepreneurs as a way path to start up Village on 26-08-2014. Mr. Mathew Sebastian, senior entrepreneur and Mr. Nasif N.A., junior entrepreneur were the resource persons.

5.2 Efforts made by the institution for tracking the progression

The college has an active alumni organisation in the name of "ORMA" which tracks and update the progression of their career and job. Each department is monitoring the statistics of former students

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1427	242	NIL	NIL

(b) No. of students outside the stat

NIL

(c) No. of international students

NIL

No	%
674	40.38

Men

No	%
995	59.62

Women

General	SC	ST	La	Other	Physically Challenged	Total	General	SC	ST	La	Other	Physically Challenged	Total
236	130	7	1290	6	1669	141	160	12	137	7	1669	5	1669
Demand ratio						Dropout % 0.60							

Due to centralized allotment process admission of various programmes by university it is impossible to calculate demand ratio.

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

Provided extra coaching for competitive examination, personality development, soft skill development, and interview techniques. Special coaching was given for the subjects 'Numerical Ability', 'English Language', 'general awareness', 'Current Affairs' and 'Information Technology'. NET coaching for PG students were conducted by PG departments.

Equal Opportunity Centre organized a programme for the SC/ST students to develop self confidence on 11 & 12 August, 2014. The first session was led by Mr. Abishad Guruvayur of CIGI and second session on soft skill development was handled by Dr. Hashim.

No. of students beneficiaries

210

5.5 No. of students qualified in these examinations

NET	<input type="text"/>	SET/SLET	<input type="text"/>	GATE	<input type="text"/>	CAT	<input type="text"/>
IAS/IPS etc	<input type="text"/>	State PSC	<input type="text"/>	UPSC	<input type="text"/>	Others	<input type="text"/>

5.6 Details of student counselling and career guidance

Prepared a placement brochure containing the details about the college as well as the students who passing out in 2015, conducted Placement Drives. Career guidance classes and counselling classes were conducted by various departments.

No. of students benefitted

5.7 Details of campus placement

	<i>On campus</i>		<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
Wipro	180	24	5
tech Mahindra	7	3	
Vee Technologies			6

5.8 Details of gender sensitization programmes

Orientation programme conducted by women cell , two day workshop conducted by equal opportunity cell, Legal awareness programme for women conducted by NSS

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	48	348500/-
Financial support from government	681	3869460/-
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: Nil

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

To work for the educational, social and economic advancement of the people of India in all possible ways.

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.

6.2 Does the Institution has a management Information System: Yes

The management has taken initiatives for the development of MIS which is beneficial to all the stakeholders of the college to save their time, money and energy. The college has its own website, teaching notes portal, online tutorial blogs etc. The Mahatma Gandhi University has Implemented MIS (Single window system for registration, communications, examinations, results etc.) that increases the efficiency of the MG University as well as all affiliated colleges. The office has automated and has implemented WI FI facility in the campus.

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

6.3.1 Curriculum Development

- The staff participated in the curriculum revision committee.
- Collected feedback of curium from different stakeholders.
- Updated the economic changes and needs of the society
- Made initiatives for the movement of self autonomous entity.

6.3.2 Teaching and Learning

- Lectures by the eminent personalities
- Presentations by students
- Debate on current topics by students
- Activities of different forums
- Practical oriented training
- Lecturing, Mentoring, Remedial teaching.
- Participative teaching, industrial visits, on the job training, study tours, lab oriented teaching,
- ICT oriented teaching and learning
- Class room discussion, seminars, viva
- Conducted research oriented classes and conducted researches/ projects
- Bulletin boards, posture designing

6.3.3 Examination and Evaluation

The evaluation of each course under CBCSS contains two parts.

- (i) Internal or In semester Assessment
- (ii) External or End- Semester Assessment.

The Internal: External assessment ratio shall be 1:3

The Internal and External examinations are evaluated using Indirect Grading.

The internal to external assessment ratio shall be 1:4 for both the courses with one credit

6.3.4 Research and Development

- The college constituted a Research Council for conducting monthly paper presentation sessions, to foster the research aptitude of faculties. The papers recommended by the expert committee are published in the biannual multidisciplinary journal FORTIS with ISSN.
- Motivated and created a research climate in the college.
- More than 45 research papers were published by our faculty members in different national and international journals.
- Committee assists the teachers in processing their Minor project applications to UGC.
- There are 10 ongoing Minor Research Projects in the College.
- Ms Ally C Antony, (Department of Biotechnology) Ms Raphika P M and Ms Jasmine P M (Department of Electronics) Ms. Raphikamol (Department of Commerce) are pursuing PhD under FDP. At present nine teachers are doing part time PhD.

6.3.5 Library, ICT and physical infrastructure/ instrumentation

The College library has a library advisory committee and this year the committee recommended for new collection of books and those books were purchased. Library offers access to internet to staff and students and also subscribes to journals and magazines. Various ICT resources like websites, blogs, LCD projectors are used in the college.

Added new books to library

The infrastructure of the college includes fully equipped conference hall, Electronics, Computer, Biosciences laboratories, Language lab, indoor games, classrooms with LCD projectors, health club, shuttle court, Athletic ground, Cricket and football field, Table tennis indoor stadium etc.

6.3.6 Human Resource Management

All faculty members and non-teaching staff are involved in different activities.

The interpersonal and intrapersonal relationships are well maintained from top the bottom of the hierarchy.

6.3.7 Faculty and Staff recruitment

As per the university and the Kerala government rules

6.3.8 Industry Interaction / Collaboration

All the departments in the college have interaction and collaboration with various firms and industries for the students to undergo their projects, internships and on the job trainings.

The Department of Electronics in collaboration with Institute of Electronics and Telecom Engineers formed an IETE students' forum. 45 students took membership in the forum .

The Department of Vocational studies has signed an MoU with Premier National laboratory. Department also has tie-up with Cosmos Institute of Information Technology, Ernakulam, Falcon Infrastructure Ltd., Udyogamandal, Fast and Safe Transports Pvt Ltd, Kochi, Geeyam Motors Pvt Ltd., Kochi, Srishti Innovative Technology services, Trivandrum, Winwius Techo Solutions LLP LLP, Kochi for internship, placement, seminars, expert lectures.

6.3.9 Admission of Students

Students are admitted for Aided courses as per university allotment and management. We have the reservation for sc/ST, OBC, women, physically handicapped and for Lakshadweep students. For the self financing courses the seat allotment is 50 % for management and 50% for government.

6.4 Welfare schemes for

Teaching	<p>The college provides advance salary for the newly appointed teachers who will get salary after completing all the procedures. The college gives recognition to the best performing teachers, teachers who complete PhD degrees, teachers who make international publications and teachers who excel in specialised areas.</p> <p>Co operative society for the welfare of teaching and non teaching staff.</p> <p>A Day Care Centre on campus for children of staff.</p> <p>Staff club.</p>
Non	Co operative society for the welfare of teaching and non teaching staff.

teaching	<p>A Day Care Centre on campus for children of staff.</p> <p>Staff club.</p> <p>The college awards the best performing non teaching staff.</p>
Students	<p>There are various scholarships for students who are economically and socially backward. Some of them are 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 etc. There are other scholarships like</p> <p>Muslim Educational Society Student Aid Fund Prof. T M Muhammed Endowment Prize This award has been constituted by our Founder Principal Prof. T M Muhammed for the best three students, one each from BBA, BCA and BSc Electronics Programmes. Kaithappadath Moideen Haji Memorial Gold Medal for the best outgoing BCom Student</p> <p>O J Mary Memorial award for the best outgoing student</p> <p>This award has been constituted to commemorate the devoted services of Smt. O J Mary. Her family has contributed this amount to applaud the meritorious outgoing student of each academic year.</p> <p>The college management and PTA honours the best outgoing student of each department.</p> <p>The Career Guidance provides training for students to enhance their employability, in addition to providing information on job availability.</p> <p>Trained counsellors are available on campus.</p>

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Deputy Directorate of Collegiate Education	Yes	IQAC
Administrative	Yes	Auditor	Yes	Management

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

For UG Programmes Yes No

For PG Programmes Yes No

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

The University made regulations for under graduate programmes under choice based course credit semester system and grading during the year 2014-2015.

The internal to external assessment ratio shall be 1:4, for both courses with or without practical. There shall be a maximum of 80 marks for external evaluation and maximum of 20 marks for internal evaluation. For all courses, grades are given on a 07- point scale based on the total percentage of marks. (ISA + ESA)

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

As per the decision of the government the University as slowly started providing autonomy to well-established colleges with NAAC A grade.

6.11 Activities and support from the Alumni Association

The yearly get together of the Alumni was held on January 26th 2015

BBA 1996-1999 batch had a family get together “Chamayangalillathe”. They honoured the teachers.

The Electronics Department alumni contributed Rs 12,500/- for purchasing books to the department book bank. Thirty four books had been purchased.

1997-2000 batch. ‘Koottukarkoppam’, a gathering of the members of 1995-2000 batch and NRIs was organized as part of alumni meet Orma on 9 August 2014.

Non Resident old students gave financial support for giving scholarship to financially backward students.

Non Resident Indian old students had a get together ‘NRI Meet 2014-15’.

The old students of all the departments are constantly in touch with the college.

6.12 Activities and support from the Parent – Teacher Association

1. Financial support for doing project for final year students (for needy students)
2. Awards to students who got “A” grade in university examination
3. Award to best college bus driver
4. Honour teacher who take Ph.D.
5. Award to best programming teacher and best performing non-teaching staff.
6. Provided laptops for the selected departments of the college.
7. Purchasing chairs for the College Auditorium.
8. PTA book bank was funded with an amount of Rs. 50,000/- for purchasing books by existing students.
9. To promote Sports and Games, PTA sanctioned an amount of Rs.60,000/- for the part-

6.13 Development programmes for support staff

Motivate the teachers to attend maximum number of programmes such as refresher/ orientation/ workshops.
Motivate them to undertake extension services including student counselling.

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

Declared the campus as plastic-free zone campus.

Each department of the college has been allocated a separate area for planting saplings in the campus and “canopy nature club” doing a big effort in making the campus eco-friendly.

An Inter Collegiate quiz competition and a poster competition was organized by Department of Biosciences on 30 September 2014 in connection with “International Ozone Day Observance-2014” supported by KSCSTE.

Santhisthal’, an initiative for the protection of endangered plants was started by the Department of Biosciences in collaboration with Kerala State Biodiversity Board. For this purpose, the Department has planted rare and endangered plants in nearly 10 cents land.

Activities of nature club

1. Nature club observed World Environment Day on 5 June which was supported by KSCSTE. This year’s theme was “Climate Change and Sea Level Rise in Small Island States”.

2. Club conducted a debate on the topic “Can We Curb Global Warming?”.

3. In the month of Karkkadakam, Canopy Nature Club prepared and served Oushadha Kanji (Karkkadaka Kanji) for the students and staff of the college.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Additional Skill Acquisition Programme (ASAP) benefitted students to acquire self-confidence and better communicative skill to pursue a bright career.
- Soft Skills development
- Launched B.voc courses
- Value based education
- Interdisciplinary Research Journal
- Yoga training is given to students from nearby schools.
- Training is imparted to the students in jewellery making.
- Training is imparted to the students in making eco-friendly paper bags.
- INFLIBNET, N-list.

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

The plan of action conceived during the beginning of the academic year has been successfully initiated and completed accordingly.

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

Contribution to PTA Book Bank - 'Kaithiri 2015' : The students of our college contributed Text books to PTA Book Bank as part of PTA's initiative 'Kaithiri 2015' this year. The programme was inaugurated by Sri. S. Joseph, the famous poet.

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

7.4 Contribution to environmental awareness / protection

- Canopy nature club of the college conducted lecture, involving experts from Environmental field.
- Awareness programmes are conducted regarding social forestry.
- Distribution of seedlings to the local community and students by the Departments collaboration with the Forest Department.
- Conducted a programme titled 'Save Energy' in connection with World Earth Day.

7.5 Whether environmental audit was conducted? Yes No

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

Strengths	<ul style="list-style-type: none"> • University rank /A grade holders every year. • Initiatives and opportunities for faculty development programmes. • Classes are engaged by highly qualified and experienced teachers. Strong bondage and a high level of interaction between faculty and students. • Regular conduct of funded National seminars and workshops to keep abreast with the recent advancements. • Interdisciplinary and experiential (projects) education at both under graduate and post graduate level. • Diverse demography reflects minority, SC/ST, backward community, female
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	<p>dominated, physically challenged and financially backward students.</p> <ul style="list-style-type: none"> • Provide right job skills and competencies to students. • Provides platform for co curricular activities. • Platform for extension activities, NSS and NCC. • Contributing activities of different clubs and various associations. • State-of-the-art infrastructure, class rooms equipped with LCD. • Initiatives taken for establishing ICT infrastructure. Institution has separate laboratories for respective programs; Wi-Fi and Broad band connectivity is also available. • Mini conference hall for conducting seminars. • Separate central library facility to cater good learning ambience and progressive number of books and journals. • Furnished girls hostel. • Dedicated human resource and basic facilities for physical education. • Existence of research culture reflected in number of publications in National and International journals. • Faculty members contributing to the academic environment by presenting papers in conferences and seminars. • The college has Research Forum and an ISSN numbered research journal. • Conveyance facility provided from different parts of the city for better access. • Productive and dynamic PTA. • Well organized and supportive Alumni. • An enterprising managerial initiative with good future vision for the institutional growth, working towards autonomy.
Weaknesses	<ul style="list-style-type: none"> • Limited option for curriculum design and development as an affiliated college. • High student strength leads to deviation from student focus. • Considerably higher attrition rate among faculty; uncertainty in continuation/retention of faculty, typical of a self financed college. • Limited number of International books and Journals in the library to support PG and research programmes. • Infrastructural facility of the library is not supportive to accommodate more students. • Institutional tie up with industries is limited. • The latest technologies like web education, Management Information system (MIS), internet, video conferencing are not fully utilized. • Student enrolment of SC/ST is less as the rate and number of scholarships are meagre. • More placement related class and services needed for all programmes. • Add on courses offered at the graduate level are less. • Lack of continuous up gradation, subscription to e-journals, access to interactive e-lectures. • Lack of infrastructural facility for physically challenged students • Research facilities for PG departments are limited. • Consultancies are carried out only in limited areas.
Opportunities	<ul style="list-style-type: none"> • Opportunity for supplementing the core faculty through a system of quality part time or visiting faculty (including from industries); scope for hiring retired faculty. • Scope for increasing the student intake by cross subsidizing fee for the students from lower middle and weaker sections. • Opportunity for institutional tie-up – industry linkages for strengthening teaching learning and also for field exposure to the students/faculty.

	<ul style="list-style-type: none"> • Scope for career guidance, counselling and mentoring services through better or broad based faculty and student involvement. • Education to be integrated with values such as traditional knowledge, health care, infrastructure development, agriculture etc. and there by make a role of students in the national development activities. • Certificate, Diploma and Advanced diploma courses can be introduced co curricular activities. • Modernization of class rooms, updation of learning resources and strengthening of laboratories at the UG level. • Up gradation of ICT infrastructure, subscription to e journals, access to e-lectures • Modernization and strengthening of library for better access to knowledge resources. • Additional facilities for differently abled students. • Equal opportunity cell for the uplift of SC/ST, minority and weaker sections. • Establishment of highly equipped infrastructure for physical education in terms of sports hostel, indoor stadium, swimming pool etc. • Research profile of the faculty can be strengthened by providing various supportive mechanisms. • Scope for college office automation. • Location advantage to offer eco-friendly drive in society. • Scope for introducing Entrepreneur Development Programme and Extension activities as the college is located in rural area. • Enhancement of consultancy services.
Threats	<ul style="list-style-type: none"> • Being an affiliated college limited option for curriculum design and development • Despite running a good teaching learning program, bigger challenge in building up a vibrant research and consultancy culture. • Difficulties/delays on account of multiple regulatory agencies causing some disincentives for genuine players. • Too much attention on growing enrolment in terms of quantity and not enough on retention in terms of quality. • Legal constraints from the industry level to form industrial linkage/ tie-ups. • Some students are studying traditional courses out of compulsion and lack of alternatives. • Weaker soft skills of students coming from higher secondary schools. • Time lag in publication of University examination results. • Semester system suffocates co-curricular and extension activities

8. Plans of institution for next year

- To achieve a status of Skill Development Center- apply more B.Voc. programmes, M.Voc programmes, Community college and Kaushal centre.
- To complete construction of PG and Research block.
- To automate office using software.
- More collaboration with institution and industries to be initiated.
- Health checkup facility.
- Modernization of existing class rooms
- The current aided PG departments will be up graded to research centres
- Indoor stadium and establishment of fitness centre.
- Construct conference hall with Multimedia lab facility.
- Strengthening of the newly formed Campus Emergency Response Team.
- Conduct more activities / programmes for Extension activities, Equal Opportunity Centre, ED club, Nature Club etc.

Mr. Joseph Deril K S



Signature of the Coordinator, IQAC

Dr. A Biju



Signature of the Chairperson, IQAC
