

# Self Study Report (SSR)

December 2014

Submitted to



National Assessment and Accreditation  
Council

(NAAC)

By



Sree Vidyadhiraja N.S.S. College

Vazhoor, Kottayam, Kerala- 686505

(Affiliated to Mahatma Gandhi University, Kottayam)

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## CONTENTS

	Page No.
1. Preface	
2. Executive Summary and SWOC Analysis	4
3. Profile of the college	19
4. Criterion-wise Analytical Report	
Criterion I: Curricular Aspects.	36
Criterion II: Teaching-Learning and Evaluation.	64
Criterion III: Research, Consultancy and Extension.	94
Criterion IV: Infrastructure and Learning Resources.	121
Criterion V: Student Support and Progression.	137
Criterion VI: Governance, Leadership and Management.	165
Criterion VII: Innovations and Best Practices.	185
5. Evaluative Reports of the Departments	191
6. Post-Accreditation Initiatives.	257
7. Declaration by the head of the Institution.	260



**OFFICE OF THE PRINCIPAL  
S.V.R.N.S.S.COLLEGE, VAZHOOR  
Theerthapadapuram P. O.  
Kottayam, Kerala  
PIN. 686 505**

**ACCREDITED WITH B++GRADE BY NAAC**

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No .....

Date.....

### PREFACE

Sree Vidyadhi Raja N S S College, established by Nair Service Society in 1965, occupies a position of eminence among the Arts and Science colleges in the central part of Kerala. Nair Service Society started all its extensive chain of Educational Institutions with the prime objective of contributing to the Nation building process by making education affordable for the common man. The college is a co-educational institution which gives admission to the aspiring candidates of all the sections of the society to its 5 Post Graduation and 7 Under Graduation programmes through a centralized admission process stipulated by the university.

The college was assessed and accredited for the first time in 2003 and the NAAC peer team visited the college on 11<sup>th</sup> and 12<sup>th</sup> June, 2003. The College was accorded a B++ grade with an institutional score of 82.65. Considerable rectifications were carried out as far as the NAAC peer team recommendations are concerned, although the college could not go for the 2<sup>nd</sup> cycle of Re-Accreditation earlier mainly because of the lack of sufficient permanent hands in the various faculties until recently and to an extent because of the transfers of the employees which is inevitable in corporate managements. Although the college heavily suffers due to the insufficient transportation facilities and remoteness of the location, the college feels it as gratifying to overcome the limitations to cater to the needs of the agrarian society often hindered and interlocked by such hazards. The founder of Nair Service Society,



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No .....

Date.....

Padmabhooshan Bharata Kesari Sri Mannathu Padmanabhan gave prime importance to provide education for the downtrodden and thereby to uplift their lot irrespective of caste or creed.

The institution is all set to celebrate its golden jubilee next year in 2015 and most of the vacant positions are filled up with freshers and hence the college is all groomed up to take up the challenges of the changing paradigms of education. I therefore am extremely happy to submit the self study report of the college before the National Assessment and Accreditation Council, (NAAC) Southern Region, Bangaluru. I also take this opportunity to appreciate the commendable efforts taken by the IQAC of the college, the entire staff, students, stakeholders and the alumni of the college. The elaborate process compelled brainstorming of the entire college crew which has invigorated the entire milieu of the Institution of Higher Education. I look forward to the NAAC Peer Team visit and hope that the institution could really fulfill the expectations of an ideal institution of higher education to serve the remote interiors of the unsullied villages with the help and guidance of the National Assessment and Accreditation Council.

3-12-2014,  
 Vazhoor.

  
 Principal,

Dr. P.S. Geetha Kumari.  
 Principal,  
 S.V.R. N.S.S. College  
 T.P. Puram P.O., Vazhoor

## EXECUTIVE SUMMARY

Sree Vidyadhi Raja NSS college is one of the 25 pioneer institutions of higher education established by Nair Service Society, one of the foremost social, cultural and educational organizations in Kerala. In fact the history of establishing the educational institutions by Nair Service Society itself is inextricably linked to the history of Kerala's sustainable development and progress in social, cultural and educational scenario. Nair Service Society was conceived and materialized by Padmabhooshan Bharata Kesari late sri Mannathu Padmanabhan, the "Aacharya", the soul and driving force of the society. He was one of the greatest social reformers Kerala has ever seen and was deeply pained by the deplorable state of the various communities in Kerala which were neck deep in the peril of ignorance and poverty. Kerala then largely retained a societal fabric tormented and torn out by sectarianism and superstitions that Swami Vivekananda described the then state of Kerala as a "lunatic asylum."

The "Aachayan" realized that only by educating the poor that they could be liberated from the deteriorating situation. Way back in 1915 the first school was started and in 1948 the foundation stone for the first college was laid. The foundation stone of Sree Vidyadhi Raja N.S.S college, Vazhoor was laid on 27<sup>th</sup> April, 1965 and it started functioning as a Junior college. Under Graduation courses commenced in the college from 1977. It was indeed an incredible feat that the "Aacharya" established educational institutions out of airy nothing for the sake of uplifting the lot of the miserable people of Kerala irrespective of any discrimination whatsoever. The future generations may find it difficult to believe that he achieved it all with absolutely a zero capital base and merely with a peerless will power to change the deplorable condition in Kerala. Now the Nair Service Society has, in its account of Educational Institutions, 151 schools including Higher secondary schools, Vocational Higher

Secondary Schools, Teachers Training Institutes, High Schools, Upper Primary and Lower Primary Schools, English Medium Schools, Nursing School, Industrial Training School and 25 Colleges. It is to be noted that upholding the sublime ideals of the founder, the management has not yet started even a single programme or course in the self-financing sector due to the fear that it would be a denial of the fundamental rights of the poor for education. Sree Vidyadhi Raja N S S College partakes such a proud heritage.

Further “Sree Vidhyadhi Raja” in the name of the college refers to the great saint Parama Bhataraka Vidhyadhi Raja Chatampi Swami Thiruvadigal who was an enlightened and realized soul who in person clarified the doubts of Swami Vivekananda regarding the mystic secrets of “Chinmaya mudra” by quoting from *Brihadaranya Upanishad* as it is recorded in history. Later the Father of our Nation, Mahatma Gandhi also visited him at Panmana ashram. Vazhoor Theerthpada Ashram adjacent to the college was established by his direct disciple. The very fact that the college is named after such a great saint who was an embodiment of knowledge sanctifies the college and inspires generations to follow the path of knowledge that will ultimately lead to liberation.

SVR NSS College, Vazhoor, in Kottayam district in Kerala is recognized under Section 2(f) of the UGC Act and Section 12-B of the UGC Act, 1956 vide order no. F.8-40/82 (Cpp-1) dated 4<sup>th</sup> October, 1993 and is affiliated to Mahatma Gandhi University, Kottayam. It is a Government aided college (getting salary grants from Government) and therefore provides an opportunity for the students to study in the institution on the nominal Government fee rate and to get the benefit of the various scholarships for the minorities as well as economically backward students. The college offers 5 PG courses and 7 UG courses for the aspiring students of the socially, economically and educationally backward agrarian zone of Vazhoor, which is thirty kilometers away from Kottayam, the district headquarters.

The College was started as a junior college with four batches of Pre-Degree classes which was in those days equivalent to the plus two batches. In 1977 it was upgraded as a senior college with undergraduate programme in Commerce. It was in 1981 that the college became a Post graduate college. The golden jubilee of the college commences in 2015 and therefore it was an apt juncture for the college to take stock of the situation and to prepare an action plan for the quantitative and qualitative improvements in the field of higher education. The college has undergone the process of the preparation of the Self Study Report with all its solemnity and the process itself was a rewarding process of self-realization which instilled a sense of dedication to its commitments towards the goals and objectives of an Institution of Higher Education into everyone associated with the college.

The goal and mission of the college is also subtly expressed in the Sanskrit inscription, “Uthishtatha, Jagratha, Prapyavarannibodhatha”, which exhorts for vigilance and relentless pursuit of one’s goals in myriad levels. The college has a total number of 824 Under graduate students and 160 Post Graduate students. 65% of the students are girl students, 12% belong to SC/ST and 32% belong to OBC and Minorities. There are a total number of 50 permanent teachers including the principal and 12 guest teachers. There are also 10 Administrative staff and 14 Technical staff in the college to look after the routine work of the college. The college’s main strength is a team of personally talented staff and their bond of love and dedication to the student community and by extension to the outside community.

Many among the faculty are in key positions in the society so as to serve the society in a better and effective way. Dr. N. Jayaraj the M.L.A., of the assembly constituency is a recently retired Associate Professor of the department of Economics of the college. Dr. J Prameela Devi, a renowned poet in Kerala and the Head of the Department of English is the present member of the State Women’s Commission of the Government of Kerala and has

been undertaking a lot of measures towards the goal of women empowerment in the state. Prof. R. Prasanna Kumar and Dr. Jagadeesh Chandran the former faculty members and principals of this college hold the positions of the Secretaries of the NSS Colleges Central Committee. Dr. N. Unnikrishnan is the State Management Committee member of CAMPA, Compensatory Afforestation Fund Management and Planning Authority of Kerala Forestry and Wild Life Department. He is also the member of the District Technical Supporting Group of Kerala State Bio-Diversity Board, consultant of National Afforestation Plan (NAP), secretary of Kottayam Nature Society (Regd NGO), District Committee member of Society for Prevention of Cruelty against Animals, member of Board of UG Question Papers, University of Calicut and member of the Board of PG Question Papers, University of Kerala. Dr. S.V Pradeep , department of Botany is the reviewer of the Science journal *Rheedea*, member of Indian Botanical Society and member of Indian Association for Angiosperm Taxonomy. A lot of research oriented work is being done and the details of the publications are listed in the criterion-wise evaluation. S. Pushkala Devi, Retd Asso. Prof of Economics and college Librarian Shri.K.K. Vipinachandran are members of the Gramma panchayats Dr. Maya T Nair, Assistant Professor of Statistics was a permanent faculty member at Bharatiyar University, Coimbatore. Jayakrishnan R, Assistant Professor of English is a promising poet who has published two volumes of poetry in English. Dr. Vinayakan R, Assistant Professor of Chemistry has been awarded C.V Raman Fellowship for Post-Doctoral research. The vacant positions in most of the departments are approved by the government and appointments are also done. So now the college is vibrant with youthful exuberance in the field of research activities. This year, the college has submitted 21 proposals for the minor projects and the details are listed below.

Sl.No	Name	Department	Proposal of the Project
1	Dr.Siji	Zoology	A Comparative Study on the effect of neem leaves, neem cake, vermicompost and carbofuran on root-knot nematode
2	Hima K	Economics	Environmental Impact Assessment of Solid Waste Management in Kerala – A Case Study of Kottayam Municipality
3	Karthika K.	Commerce	Effectiveness of Interest Rate Swap on Wealth Maximization with Special Reference to NBFCs in Kerala
4	Dr.Maya T.Nair	Mathematics	A Study on Income Analysis Using Finite Mixture Distributions
5	Preethi KN	Economics	An Economic Analysis of Medicinal Plant Cultivation in Kerala with Special Reference to Wayanad District
6	Saranya KV	English	Film Adaptations of Academic Texts as Classroom Aids: Problems and Possibilities
7	Kumari Suja	Mathematics	Application of Fuzzy Set Theory in Medical Field
8	Asok A.R	English	Cultural Displacement and Appropriations of Euro-centric Designs: A Study of The Romantics: A Novel and Making the Minister Smile
9	Sree Prasad R	English	Implementing A Learner Software for the Enhancement of Vocabulary Acquisition Among Degree Level Students
10	Jayakrishnan R	English	Kerala and the Infrastructural Problems in English Language Teaching: An analysis of the Infrastructural problems in the government schools of Kerala.

11	Krishna Kumari	Commerce	Impact of Institutional Agricultural Credit on Farmers in Kerala
12	Sindhu V	Commerce	A Study on the Investment Habit of Women Employees in Public Sector Undertaking with Special Reference to Kottayam District
13	Reshma Pillai S	Commerce	A Study on the Impact of Social Networking Media among youth with special reference to Trivandrum District
14	T.Jayaraj	Mathematics	Graphs in Switching and Coding Theory
15	Jayalakshmi K.	Economics	Determinants of Household Expenditure on Higher Education in Rural Kerala – with special reference to Kottayam District
16	Gopikrishnan P	English	Subverting the Structuralist Stagnation in Spirituality: An Analysis of the Speeches, Letters and Poems of Swami Vivekananda
17	Satheesh R	Physics	Structural and Microwave Dielectric Studies of Novel Ceramics
18	Dr.Prita Pillai	Botany	Green Synthesis of Silver Nanoparticles Using Epiphytes: Dendrobium Aphyllum, Vanilla Planifolia and Drymoglossa sp. leaf extracts and evaluation of their antibacterial activity
19	Pradeep K.G	Commerce	Viability of Solid Waste Processing Units in Kozhikode District
20	Sunitha CR	English	Tortured Psyche of the Dalit: Neocolonial Repression in the Higher Education Sector
21	Preethi K.Pillai	Mathematics	Application of Coding in Cryptography

The P.T.A, National Service Scheme units and the College Union often stand together to make their contributions to the college as well as the outside community. In the campus, they have collaborated with the Dept. of Botany to successfully carry out the prestigious Bio-Farming project as one of the recent Best Practices of the college which effectively conveys the message to the students and the outer community. It is a matter of pride that the PTA Vice-president and the Block Panchayat Standing Committee Chairman as well as the PTA Secretary are the former students of this college. The college NSS units which in the recent years won two Merit Awards from the University and one University and one State level awards for the student volunteers, received wide public attention when the units made two houses for the poor as well as kitchen-premises -vegetable gardens in their partner village. All the staff stand together with the College Union, PTA and the the NSS units to successfully implement another Best Practice of the college, i.e., Creation of a Talent Pool in the college. The college believes that no individual could be stamped as good for nothing. Each and everyone has got some or the other talents. By creating a talent pool in the college, all the students are inspired to come out of their shells and to overcome their inhibition to contribute towards making this earth a better place.

### **SWOC ANALYSIS**

The college has adopted a very meticulous method in SWOC analysis by conducting multiple levels of brainstorming sessions. Teachers, class-wise student representatives and PTA representatives of all the faculties conducted separate sessions for SWOC analysis and furnished the required data along with the individual Performa of the teaching faculty. The data was analyzed and consolidated by the College UGC Cell with the sanction of the college PTA. On the basis of the SWOC analysis the Strategic Plan for the college is prepared and the same is approved by the College Council. The major inferences are put in a nut-shell:

**Strength:**

- \* The college has 35 acres of land as its campus and it enables the construction of new buildings, hostels, play-grounds and courts, green houses and farm, botanical garden with special thrust on medicinal plants and industry hubs.
- \* The college has already got a strong edifice which meets the basic requirements of the Institution, although renovation and maintenance are needed to make the space suit for the multiple purposes envisaged. The college has an enormously big auditorium adjacent to the main building of the college which is not properly utilized for multifaceted student empowerment programmes due to financial constraints. The college also has a big pond as its main water source apart from its rain-water harvesting system.
- \* The college has well qualified and committed staff who really take care of the all-round welfare and development of the students. 14 of the teaching staff have either already got Ph.D or submitted their thesis and 12 are doing Ph.D at present. Most of the teaching staff are active in minor research work, in publishing articles and in conducting and participating in national as well as international seminars and workshops. National seminars are conducted in the college at regular intervals and some of the departments and individuals in the various faculties are conducting major and minor research projects. The teaching as well as Non-teaching staff of the college maintains an ideal relationship with the student community.
- \* The College is very active in extension activities and the college NSS unit maintains exemplary activities to bag merit awards on a regular basis. The college

NSS student volunteers got State level award in 2012 and University level award in 2013. The college NSS units also received two merit awards from the university during the span of time. A commendable and ideal relationship is maintained between the students and the college staff and a very effective tutorial system contributes much towards this objective. The hard-working students from the agrarian belt are unsullied, open-minded and receptive to innovative and creative ideas. All the important days including Independence and Republic days, National Science Day, Arts Day, Sports day, College day, NSS day, etc are celebrated in a befitting manner with the enthusiastic participation of the students. It is also a strongpoint that the campus is not only strike-free and drug-free but also free of anti-social and anti-establishmentarian activities.

- \* A very functional and creative PTA in the college gives unconditional support for the all-round development of the college. The PTA fund has been utilized for the procurement of additional furniture and other facilities in the college. A strong Alumni Association, Very co-operative College Unions elected every year, Staff Associations, College co-operative store and the various cells for the extension activities etc also are committed to the development of the college.
- \* The college also has a brilliant record of academic performance in the University examinations when compared with the input standards. It is also notable that majority of the students and staff in the institution are ladies and the college indeed helps a lot in the direction of women-empowerment. A point to be projected is the tremendous increase in the number of admission seekers in the recent years.

**Weakness:**

- Non-availability of student hostels and staff quarters: The college is situated in a remote place where proper accommodation for the students as well as the staff is not available. A lot of students especially women-students in Post Graduation courses find untold miseries in this regard.
- Poor transport facilities: The College is around thirty kilometres away from the district head-quarters and around four kilometres away from KK road. There are no KSRTC or Private buses which reach upto the college.
- The remoteness of the place creates a lot of problems for the students and staff as banks, computer centres, shops, medical facilities etc are available only at Kodungoor which is four kilometres away from the college.
- Most of the students hail from middle or below middle class families of the agrarian belt (socially, economically and educationally backward) who have financial constraints in accessing technical know-how including proper computer literacy and communication skills especially in English

**Opportunities:**

- \* Increasing number of Institutions and companies come to the college every year for campus recruitments.
- \* The number of admission seekers to the various courses in the college are ever increasing. So naturally more UG and PG courses including vocational courses could be started in the college.

- \* A lot of certificate and enrichment courses are successfully carried out at present and so more UGC add-on courses could be started in the college which will be highly helpful for the students as well as the community out-side..
- \* Varied courses in pure science, humanities and commerce offered by the college open up myriads of opportunities for the aspiring students of the backward area.

### **Challenges:**

- Lack of proper financial assistance deny the needed infrastructure and make the college outdated.
- Mushrooming unaided professional institutions with posh infrastructure facilities lure even the aspiring students of the lower-middle class families and blur the opportunities to pursue genuine studies in government fee rate.
- Delay and technical problems in getting concurrence from the state government for the vacant posts often creates a situation where the institution depends on guest faculty resulting a financial drain of the college and scarcity in research related aspects.

### **Strategic Plan for the college based on the SWOC Analysis**

The college plans very specific action plan in the following areas:

#### **I. Creation of new physical spaces:**

- Utilizing the 35 acres of campus, the college would like to build a hostel for girl students of the college. Hostel for boys and staff quarters would be second in the priority.

- A new spacious building for a Library is essential as the existing library building does not have adequate space and facilities.
- Lack of a play ground, Volley Ball court, Basket-ball court, Flood light in the indoor court etc deter the aspiring students and hence preference will be given to the same.
- Renovation of the existing spacious auditorium is very necessary for its proper utilization.
- More rooms for the recreation of students and staff, counseling room, separate gyms for girls and boys, seminar rooms, co-operative store, new toilets attached to the main buildings and rooms for student-centred activities will be materialized as part of the new buildings.
- Green house and a Botanical garden including a medicinal garden will be set up.
- The college which already has rain harvesting facility will soon go for solar panel as an alternative energy source.
- The college canteen building will be renovated to meet the increasing demands from the staff and the students.
- Parking Lot for the two wheelers and four wheelers of the staff and the students.
- Campus modification and beautification with stone-laid pavements and flowering, shady and fruit-bearing trees.

## **II. Creation of an Essential Educational Hub in the college campus.**

- NET coaching for all the 5 departments with PG courses will be conducted more vigourly and elaborately as the aspiring students do not have such opportunities nearby.

- PSC coaching, Personality Development Programmes, Mock Interviews, Group Discussions, Spoken English courses with language labs, General and departmental computer lab training etc will be conducted on a regular basis rather than sporadic basis in order to help the students to grab better job opportunities.
- Workshops, Seminars, Presentation and publishing of academic articles, minor or major projects etc will be made customary in all the disciplines.
- The college will soon apply for UGC Add-On courses related to Computers, spoken English, Tally, Food and Nutrition, craft and vocational training as envisaged by the various departments in consultation with the authorities.
- Remedial coaching for the socially and educationally backward students will be made more efficient.
- Merit scholarships will be increased to motivate the aspiring students.
- Pedagogical training, programmes and innovation to enhance the up gradation of the quality of the faculty and staff will be conducted.

### **III. Mini Health Hub.**

- A Mini Health Hub with separate physiological lab and gyms with aerodynamic facilities will be set up to keep mental and physical health of the students and staff.
- A new play-ground, basket-ball court, Volley-ball court and indoor court with Flood light will be established.
- A First-Aid room will be equipped to meet emergency situations.
- A Diet and Nutrition counselling in relation to Body-Mass Index will be started.

#### **IV. Mini Commercial complex.**

- In due consideration of the remoteness of the locality and non-availability of essential commodities for the students and staff, the college will establish a Mini Commercial Complex with Photostat facility, preferably as an extension of the existing co-operative store.
- The college also will probe into the possibilities of beginning consultancy/participatory units in the departments of Commerce (Tax, Entrepreneurships etc), English (translation work with publishers, spoken English, learning materials, job computer work by trained students etc), Botany (Taxonomy, seed and sapling cultivation, soil diagnosis etc) and other departments who offer service sectors.

#### **V. College Bus/Van.**

- The college will procure a College Van/Bus to ply between Kodungoor and the College on working days and to utilize it for study tours and other purposes on holidays.

#### **Specific Objectives and Expected Outcome**

The strategic plan helps to overcome the shortcomings in terms of accommodation, transport facilities, lack of infrastructure in general, remoteness and backwardness of the locality, lack of computer and communication skills, diffidence in facing Group Discussions and Interviews, absence of NET and PSC coaching, lack of research opportunities and lack of sufficient opportunities for sports, extension activities and student-centred activities. The plan is envisaged to utilize the tremendous potentialities of the staff and the students and the ideal relationship that exists between the PTA, staff and the students of the college. It also visualizes the full utilization of the 35 acres campus to create a conducive milieu for the

Institution of Higher Education. The plan will make the campus modernized and sophisticated to meet the challenges of the New Generation Higher Education Scenario and will equip the students to come out with better results and better chances of job opportunities. Realizing the strategic position of the college on account of its remoteness in the agrarian zone, the college is determined to fight changing the subaltern subjectivity of the socially and economically marginalized students by ensuring their academic brilliance , employment potentiality and holistic development.

## 1. Profile of the College

### 1. Name and Address of the College:

Name :	S. V. R N S S College
Address :	Theerthapadapuram P.O,Kodungoor Pin :686 505
City :	Kottayam
State :	Kerala.
Website:	<a href="http://www.svrnsscollege.com">www.svrnsscollege.com</a>

### 2. For communication :

Designation	Name	Telephone with STD code	Mobile	Fax	Email
<b>Principal</b>	Dr. P.S.Geetha Kumari.	O:0481-2458577 R:0481-2469999	09495081122	0481-2458577	principalsvrnssc@gmail.com
<b>Steering Committee Co-ordinator</b>	Mr. Asok A.R	O: 0481-2456227	09446351127		devaprasanth@gmail.com

### 3. Status of the Institution:

Affiliated College	<input checked="" type="checkbox"/>
Constituent College	<input type="checkbox"/>
Any other (specify)	<input type="checkbox"/>

### 4. Type of Institution:

#### a. By Gender

i. For Men	<input type="checkbox"/>
ii. For Women	<input type="checkbox"/>
iii. Co-education	<input checked="" type="checkbox"/>

- b. By Shift
- |              |                                     |
|--------------|-------------------------------------|
|              | <input checked="" type="checkbox"/> |
| i. Regular   | <input type="checkbox"/>            |
| ii. Day      | <input type="checkbox"/>            |
| iii. Evening | <input type="checkbox"/>            |

5. It is a recognized minority institution?

- Yes
- No

If yes, specify the minority status (Religious/linguistic/ any other) and provide documentary evidence.

6. Sources of funding:

- |                |                                     |
|----------------|-------------------------------------|
| Government     | <input type="checkbox"/>            |
| Grant-in-aid   | <input checked="" type="checkbox"/> |
| Self-financing | <input type="checkbox"/>            |
| Any other      | <input type="checkbox"/>            |

7. a. Date of establishment of the college: .....15-07-1965..... (dd/mm/yyyy)

b. University to which the college is affiliated /or which governs the college (If it is a constituent college)

**Mahatma Gandhi University, Kottayam**

c. Details of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks(If any)
i. 2 (f)	4-10-1993	
ii. 12 (B)	4-10-1993	

(Enclose the Certificate of recognition u/s 2 (f) and 12 (B) of the UGC Act)

d. Details of recognition/approval by statutory/regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.)

N.A

Under Section/ Clause	Recognition/Approval details Institution/Department Programme	Day, Month and Year (dd-mm-yyyy)	Validity	Remarks
i.				
ii.				
iii.				
iv.				

Enclose the recognition/approval letter

8. Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?

Yes  No

If yes, has the College applied for availing the autonomous status?

Yes  No

9. Is the college recognized

a. by UGC as a College with Potential for Excellence (CPE)?

Yes  No

If yes, date of recognition: ..... (dd/mm/yyyy)

b. for its performance by any other governmental agency?

Yes  No

If yes, Name of the agency ..... and

Date of recognition: ..... (dd/mm/yyyy)

10. Location of the campus and area in sq.mts:

Location *	<b>Rural</b>
Campus area in sq. mts.	132345sq. mt
Built up area in sq. mts.	10450 sq. mt

(\* Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others specify)

11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.

• Auditorium/seminar complex with infrastructural facilities:

• Sports facilities

\* play ground

\* swimming pool

\* gymnasium

• Hostel

## \* Boys' hostel

- |      |   |  |
|------|---|--|
| i.   | Number of hostels                         |  |
| ii.  | Number of inmates                         |  |
| iii. | Facilities (mention available facilities) |  |

## \* Girls' hostel

- |      |   |  |
|------|---|--|
| i.   | Number of hostels                         |  |
| ii.  | Number of inmates                         |  |
| iii. | Facilities (mention available facilities) |  |

## \* Working women's hostel:

The college has tie up with N.S.S working women's hostel situated 10 Km. away from the campus which is under the same corporate management of the institution. The hostel provides boarding and lodging facilities for women and students and staff of the college on room availability basis.

i.	Number of inmates	120
----	-------------------	-----

ii.	Facilities:	
-----	-------------	--

- Reading room
- Telephone facility
- Audio Visual room
- Internet facility

**Residential Facilities:**

N.S.S working women's hostel has provision for boarding and lodging facilities for teaching and non teaching staff of the college. At present seven teachers are utilizing the above facility

Cafeteria:

*The college has a canteen within the campus with provisions for tea-time snacks, beverages, light and heavy meals for all the staff and students from 9.00 am to 5.00 pm on all working days.*

- First aid, Inpatient, Outpatient, Emergency care facility, Ambulance..... Health centre staff –

The college management has a hospital, NSSMedical Mission Hospital at Karukachal which is 10 km away from the college.

Qualified doctor	Full time 2	Part time	<input type="checkbox"/>
Qualified Nurse 12	Full time	06	<input type="checkbox"/>

- Facilities like banking, post office , book shops
- Transport facilities to cater to the needs of students and staff : No college bus
- Animal house : Nil
- Biological waste disposal : Womi – Compost
- Generator or other facility for management/regulation of electricity and voltage
- Solid waste management facility: Nil
- Waste water management : Nil
- Water harvesting

12. Details of programmes offered by the college (Give data for current academic year)

Sl. No.	Programme Level	Name of the Programme/ Course	Duration	Entry Qualification	Medium of instruction	Sanctioned/ approved Student strength	No. of students admitted
	Under-Graduate	B.A. English Language & Literature	6 semesters	+2 or equivalent	English	24	29
		B.A.Economics	6 semesters	+2 or equivalent	English	50	63
		B.Com	6 semesters	+2 or equivalent	English	50	63
		B.Sc. Mathematics	6 semesters	+2 or equivalent	English	48	41
		B.Sc. Physics	6 semesters	+2 or equivalent	English	32	35
		B.Sc. Chemistry	6 semesters	+2 or equivalent	English	32	31
		B.Sc. Botany	6 semesters	+2 or equivalent	English	32	31
	Post-Graduate	M.A.English Language & Literature	4 semesters	3 yr/6 sem basic degree	English	15	16
		M.A. Economics	4 semesters	3 yr/6 sem basic degree		15	18
		M.Com	4 semesters	3 yr/6 sem basic degree		15	18
		M.Sc Mathematics	4 semesters	3 yr/6 sem basic degree		15	18

		M.Sc Botany	4 semesters	3 yr/6 sem basic degree		10	12
	Integrated Programmes PG						
	Ph.D.						
	M.Phil.						
	Ph.D						
	Certificate courses	Basics of Yoga(Conducted by Department of Indian	10 hours	UG/PG girl students of the college		60	60
		Essentials of Spoken English(Conduct ed by	15 hours	1 <sup>st</sup> sem SC/ST boys and girls.		30	25
		<b>Basic Electrician Course</b> (Conducted by Department of	15 hours	BA, BCom girls only		25	28
		<b>Fabric Painting</b> (Condu cted by Department of	10 hours	UG/PG girl students of the college		50	55
		<b>Fundamentals of Food Science.</b> (Conducted by Department of Chemistry).	15 hours	UG/PG girl students of the college		30	30
		<b>Computational Chemistry</b> (Conducted by Department of Chemistry).	15 hours	1 <sup>st</sup> year Chemistry students.		30	30

	<b>Organic Farming</b> (Conducted by Department of Botany and Horticulture)	20 hours	UG/PG girl students of the college		20	24
	<b>Tally</b> (Conducted by Department of Commerce)	20 hours	UG/PG girl students of the college		50	50
	<b>Basic First Aid</b> (Conducted by Department of Physical Education )	10 hours	UG/PG girl students of the college		50	55
	Certificate course in Computer Application) (Conducted by Department of	50 hours	UG/PG girl students of the college		100	100
	<b>Actuarial Statistics</b> (Conducted by Department of Mathematics/Statistics)	30 hours	UG girl students of Mathematics)		30	30
	<b>Bio-Statistics</b> (Conducted by Department of Mathematics/Statistics)	30 hours	UG girl students of Mathematics and Botany)		30	30
	Statistical Package for Social Sciences (SPSS) (Conducted by Department of Mathematics/Stat	30 hours	PG students of Maths, Commerce & Economics		100	100

	Others: Enrichment Programme	NET coaching (Conducted by Department of English)	30 hours	PG students of English		30	30
		NET coaching (Conducted by Department of Economics)	30 hours	PG students of Economics		36	36
		NET coaching (Conducted by Department of Mathematics).	30 hours	PG students of Mathematics		36	36
		<b>PSC Coaching in Numerical Ability &amp; Reasoning</b> (Conducted by Department of Mathematics)	20 hours	Students of Mathematics		50	50
	Others: Value Added Courses	<b>Ornament Making</b>	10 hours	Open to girls of Economics Department		60	60
		<b>Elementary Home Making</b>	15 hours	Girl students of BSc Maths		60	60
	UG Diploma	Nil					
	PG Diploma	Nil					
	Any Other (specify and provide details)	Nil					

13. Does the college offer self-financed Programmes?

Yes \*      No

If yes, how many?

14. New programmes introduced in the college during the last five years if any?

Yes	✓	No		Number	1
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15. List the departments: (respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes

like English, regional languages etc.)

Particulars	UG	UG	PG	PG	Research	Research
Science	1. Mathematics	2. Physics	3. Chemistry	4. Botany	1.) Mathematics	2.) Botany
Arts	1) Economics	2) English			1) Economics	2) English
Commerce		B.Com			M.Com	
Any Other (Specify)						

16. Number of Programmes offered under (Programme means a degree course like BA, BSc, MA, M.Com...)

a. annual system

b. semester system

12

c. trimester system

17. Number of Programmes with

a. Choice Based Credit System:

b. Inter/Multidisciplinary Approach

c. Any other ( specify and provide details)

6. Does the college offer UG and/or PG programmes in Teacher Education?

Yes  No

If yes,

a. Year of Introduction of the programme(s)..... (dd/mm/yyyy)

and number of batches that completed the programme

b. NCTE recognition details (if applicable)

Notification No.: ..... Date:

..... (dd/mm/yyyy)

Validity:.....

- c. Is the institution opting for assessment and accreditation of Teacher Education Programme separately?

Yes  No

19. Does the college offer UG or PG programme in Physical Education?

Yes  No

If yes,

- a. Year of Introduction of the programme(s)..... (dd/mm/yyyy)

and number of batches that completed the programme

- b. NCTE recognition details (if applicable)

Notification No.:

..... Date:

..... (dd/mm/yyyy)

Validity:.....

- c. Is the institution opting for assessment and accreditation of Physical Education

Programme separately?

Yes  No

20. Number of teaching and non-teaching positions in the Institution

Positions	Teaching faculty						Non-teaching staff		Technical staff	
	Professor		Associate Professor		Assistant Professor		*M	*F	*M	*F
	*M	*F	*M	*F	*M	*F				
Sanctioned by the UGC / University / State Government <i>Recruited</i>			5	8	13	24	22	2		
<i>Yet to recruit</i>										
Sanctioned by the Management/ society or other authorized bodies <i>Recruited</i>					3	9		2		
<i>Yet to recruit</i>										

**\*M-Male \*F-Female**

21. Qualifications of the teaching staff:

Highest qualification	Professor		Associate		Assistant		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.							
Ph.D.			03	03	03	04	
M.Phil.			02	0	03	08	
PG			0	04	06	13	
Temporary teachers							
Ph.D.							
M.Phil.							
PG					03	09	
Part-time teachers							
Ph.D.							
M.Phil.							
PG					01		

22. Number of Visiting Faculty /Guest Faculty engaged with the College.

12
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23. Furnish the number of the students admitted to the college during the last four academic years.

Categories	2010-11		2011-12		2012-13		2013-14	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	25	46	29	53	29	54	26	57
ST	2	4	4	7	6	10	7	9
OBC	52	98	51	96	84	156	93	172
General	287	416	269	478	275	525	327	641
Others								

24. Details on students enrollment in the college during the current academic year:

First year students enrolled .

Type of students	UG	PG	M. Phil.	Ph.D.	Total
Students from the same state where the college is located	293	82			375
Students from other states of India	Nil				
NRI students	Nil				
Foreign students	nil				
Total	293	82			375

25. Dropout rate in UG and PG (average of the last two batches)

UG

PG

26. Unit Cost of Education

*(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled )*

(a) including the salary component

Rs. 57602.3

(b) excluding the salary component

Rs. 3054.6

27. Does the college offer any programme/s in distance education mode (DEP)?

Yes  No

If yes,

a) is it a registered centre for offering distance education programmes of another University

Yes  No

b) Name of the University which has granted such registration.

c) Number of programmes offered

d) Programmes carry the recognition of the Distance Education Council.

Yes  No

28. Provide Teacher-student ratio for each of the programme/course offered

1:20 for all courses

29. Is the college applying for

Accreditation : Cycle 1  Cycle 2  Cycle 3  Cycle 4

Re-Assessment:

*(Cycle 1 refers to first accreditation and Cycle 2, Cycle 3 and Cycle 4 refers to re-accreditation)*

30. Date of accreditation\* (applicable for Cycle 2, Cycle 3, Cycle 4 and re-assessment only)

Cycle 1: 16.09.2003

Accreditation Outcome/Result....B++..... Cycle 2: .....

(dd/mm/yyyy) Accreditation Outcome/Result..... Cycle 3: .....

(dd/mm/yyyy) Accreditation Outcome/Result.....

**\* Kindly enclose copy of accreditation certificate(s) and peer team report(s) as an annexure.**

31. Number of working days during the last academic year.

192 days
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32. Number of teaching days during the last academic year

*(Teaching days means days on which lectures were engaged excluding the examination days)*

	179 days	
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33. Date of establishment of Internal Quality Assurance Cell (IQAC)

IQAC .....1-10-2003..... (dd/mm/yyyy)

34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC.

AQAR (i) 2009-10 : 5/12/2014

AQAR (ii) 2010-11 :5/12/2014

AQAR (iii) 2011-12 : 5/12/2014

AQAR (iv) 2012-13 :5/12/2014

AQAR (v) 2013-14 :5/12/2014

35. Any other relevant data (not covered above) the college would like to include. (Do not include explanatory/descriptive information)

## **CRITERION1 : CURRICULAR ASPECTS**

### **1.1 Curriculum Planning and Implementation**

**Sree Vidyadhi Raja N.S.S** College is an affiliated institution under Mahatma Gandhi University. We follow the CBCSS model for under graduate courses and CSS for postgraduate courses as designed by the university. The vision of the college is to “arise, awake and stop not till the goal is achieved” the students to attain the goal and to encourage them to work hard till the goal is attained.

**1.1.1** The vision, mission and objectives of the institution, and describe how these are communicated to the students, teachers, staff and other stakeholders.

#### **VISION**

The vision of the college is to encourage the students “to arise, to awake, and stop not till the goal is reached”. The dictum taken from the ‘Upanishad’ inscribed in the college emblem embodies the vision of the college. The vision aims to awaken the sleeping soul, awakening of one’s real nature and the consequent ushering in of prosperity.

#### **MISSION**

1. Providing quality education to all specially economically challenged students.
2. To make them aware about their rights to lead a better life.
3. To enlighten the world and life of the rural people.
4. To free the literary backward people from different types of exploitation
5. To educate the youth to build up a strong and progressive nation.

6. To help, prepare outstanding educators, scholars and researchers.
7. To provide value based education for moral upliftment and to arouse social commitment.

### **Goals and objectives**

1. To achieve academic excellence
2. To uphold moral and spiritual values
3. To inculcate a sense of social justice to students
4. To make the student self reliant and service minded

Upholding these goals the college strive to impart the best education possible,utilizing all the available facilities to the optimum. Every student should make an earnest endeavour to hold aloft the college’s proud tradition and be loyal to the words,“**This is my college and I am proud of it**”.

**1.1.2** How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example(s).

The college is being administered by the Principal with the advice and assistance of the college council constituted by the relevant provisions laid down in the University Act and the guidelines issued by the Management. The college takes utmost care and importance in the effective implementation of the curriculum. College council, the apex decision making body of the college, controls the activities of curriculum through CLMC and DLMC.

Monitoring of the programmes is done at two levels –Department level and College level.

*1. Department Level Monitoring Committee(DLMC)* Each department has constituted a department level monitoring committee for implementing credit and semester system (Degree program) effectively. The Head of the department, faculty advisor and DMLC convener of each department monitor, coordinate and implement the curricular activities through the class tutors both for Degree programmes and Post Graduate programmes. The committee also monitors the optimal distribution and allocation of syllabus and dissertation works of each semester among the faculty and students. The UGC aided add on course, value added programmes and certificate courses are coordinated and implemented by a committee including Head of the Department, Course co-ordinator and co-ordinator of the course concerned.

*2. College Level Monitoring Committee(CLMC)* A college level committee consisting of the Principal, Heads of all departments, Convener of IQAC, Chairman and Convener of the Reaccreditation Cell constitute the CLMC. The Principal is the chairperson, the responsibility of deploying and over all supervision for the conduct of the program is done by the convener of the CLMC. The IQAC monitors the programmes conducted by the Nature Club, Women Study Unit and the Library and Information Services.

A college level academic calendar is prepared in the beginning of every academic year by the academic audit cell. The calendar of the college is prepared in accordance with University calendar for every semester. It comprises details of instructional hours, schedule for preparation and submission of assignments, presentation of seminars, group discussions, internal examinations and end semester 22 evaluation. Details of social and extension activities included in the third and fourth semester Undergraduate courses are also included in

the calendar. Schedule for synopsis presentation, evaluation of research project and presentation are among the action plan for research curriculum of Postgraduate students.

**1.1.3** What type of support (procedural and practical) do the teachers receive (from the University and/or institution) for effectively translating the curriculum and improving teaching practices?

*Support from the University:*

The university provides various services for effectively translating curriculum and teaching practices. The faculties of the college who are the members of various academic bodies like Board of studies, Doctoral committees, members of both UG and PG examination boards, subject expert committees established by the university are contributing new and relevant ideas for academic improvement.

For the effective implementation of Choice Based Credit and Semester System(CBCSS) at UG level in 2009 and CSS at the PG level in 2012, university has given various support by various means like:

1. Organised workshops for giving guidelines on Programme structure, grading system and evaluation reforms.
2. Providing expert resource persons to take classes on new system to make the teachers familiar to the system.
3. Providing handbooks on rules and regulations of the scheme
4. Providing guidelines for organization of Department Level Monitoring Committee and their functions
5. providing online access through University portal for all academic correspondences.

6. In order to monitor the present syllabus and for collecting feedback from the subject teachers, University periodic meeting of Board of Studies in all subjects.
7. Further, University has implemented necessary revisions required in the syllabus with the approval of academic council, which helps in effective translation.
8. With the introduction of CSS for PG, there was a thorough revision of syllabus to equip students to face the challenges posed by the current educational scenario .
9. Centralised Allotment Process(CAP)-single window system was introduced in 2010 for UG and PG.
10. An orientation programme for fifth semester students for about the open courses offered by various departments.
11. There is a Convener to coordinate the open course system
12. There is a faculty member in charge of open course in each department
13. Class tutors help the students for selecting a course from other departments.

#### *At Institutional Level*

The College and its management give ample support to the departments and its faculty for effective translation and for enhancing competence in several means:

1. The College management support, encourage and permit the needed faculty to participate in Orientation Courses, Refresher courses, Short-term training programmes and Workshops and the college authorities make re-arrangement of class hours of the faculty concerned as and when required.

2. The institution provides sufficient teaching and learning aids such as projectors , Computers, and network systems including internet facilities for improving teaching practice and effective transactions of curriculum.
3. The research forum of the college has taken initiative to organize regional, state, seminars and workshops which provide ample opportunity for its faculty and students to get acquainted with the latest developments in the subject area.
4. Further, the research forum of the college support the faculty of the all departments to carry out research projects in the department and research leading to Ph.D., which help to develop research-oriented teaching and learning.
5. Workshop have been conducted by the IQAC of the college for the teachers to familarize with new schemes of CBCSS Programme and CSS Programme,grading systems and evaluation reforms,for the purpose of effective curriculum delivery.
6. For practical session and science laboratories,the purchase committee of the college monitors and ensure regular supply of resource materials such as specimens, chemicals, glasswares, equipments, reference books and journals in a time bound manner

**1.1.4** Specify the initiative taken up or contribution made by the institution for effective curriculum delivery and transaction on the curriculum provided by the curriculum affiliating University or other statutory agency

In order to improve curricular transaction there is close linkage between The Head of the institution Department and the University.Each Department maintain an action plan in accordance with the university academic calendar.There is a separate

department time table and a general time table for the systematic running of class hours.

- Internal exam committee of the college conducted timely internal examinations for the continuous evaluation of students. Apart from this seminars and assignments are given to the students for improving their performance.
- Technological upgradation is made in every department for effective curriculum transaction. Computer lab ,Internet facilities are provided to the departments as per their requirements.
- Field trips are arranged for students to visit historical monuments, research institutions and other important places as part of the UG and PG Curriculum.
- Departments arranged various seminars and workshops in collaboration with Kerala Council for Science, Technology and Environment, Nature Club and other organizations.

**1.1.5** How does the Institution network and interact with beneficiaries such as industry, research bodies and the university for the effective operationalisation of the curriculum?

Various departments keep close touch with various institutions for doing both UG and PG projects.

**1.1.6** What are the contributions of the institution and/its staff members to the development of the curriculum by the University?(number of staff members/departments represented on the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.

Curriculum design is done by duly constituted academic bodies like the academic council, the faculty ,the Board of Studies etc. The members of the academic bodies are assin the task of curriculum design and modulation, syllabus updating and revision, policy formulation etc.

<b>SL. NO</b>	<b>NAME OF ACADEMIC BODY/ COMMITTEE</b>	<b>SUBJECT/ AREA OF OPERATION</b>	<b>NAME OF MEMBER</b>	<b>NAME OF UNIVERSITY</b>
1	University Syndicate	Physics	K.Radhakrishnan Nair	M.G University
2	Board of Studies	Mathematics	M.V Mohanan Nair	M.G University
3	Board of studies	Malayalam	Dr.C.R Suseeladevi	M.G University
4	Board of studies	Malayalam	Dr.Unnikrishnan Kartha	M.G University
5	Board of studies	Sanskrit	Dr. P.S Geethakumari	M.G University
6	Board of studies	Hindi	Dr.P.K Ajithkumar	M.G University
7	Board of studies	Economics	Dr. T.V Murallivallabhan	M.G University
8	Board of studies	Physics	K.Radhakrishnan Nair	M.G University
9	Board of studies	Botany	Dr.N Unnikrishnan	M.G University
10	Board of studies	Physics	S.Radhkrisnan Nair	M.G University
11	Board of studies	Chemistry	M.Radhakrishnan	M.G University

			Nair	
12	Subject expert committee	Economics	Dr. T.V Murallivallabhan	M.G University
13	Subject expert committee	Sanskrit	Dr. P.S Geethakumari	M.G University
14	Subject expert committee	Economics	Dr.Sheeba V.T	M.G University
15	Subject expert committee	Commerce	L.Radhakrishnan kartha	M.G University
16	Research Guide	Economics	Dr. T.V Murallivallabhan	M.G University Zorastrian College Pune
17	Research Guide	Statistics	Dr.Maya T Nair	Bharathiyar University
18	Research Guide	Hindi	Dr.P.K Ajithkumar	M.G University
19	Question paper setting	Economics	Dr. T.V Murallivallabhan	M.G University
20	Question paper setting	Sanskrit	Dr. P.S Geethakumari	M.G University
21	Question paper setting	Mathematics	M.V Mohanan Nair	M.G University
22	Additional Chief Superintendent	Commerce	Balu G Vellikara	M.G University
23	Additional Chief Superintendent	Commerce	K.P Narayana Pillai	M.G University

**1.1.7** Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university) by it? If, yes”, give details on the process (“Needs Assessment”, design, development and planning) and the courses for which the curriculum has been developed.

Apart from the regular courses offered by the M.G university, the college developed curriculum for Value added courses. There are fourteen value Added courses including twelve certificate courses. Most of the certificate courses are skill development courses. An economic value is also assigned to these courses. The certificate courses normally have 10-20 hours of instruction. These courses enables the students to earn income in future. After successfully completing the course, a course certificate will be awarded to the students. The certificate courses offered by various departments are listed below.

Sl.No.	Offering Department	Certificate Course
1	Botany	Organic farming
2	Chemistry	Fundamentals of food science Computational chemistry
3	Commerce	Tally
4	Economics	Fabric Painting
5	English	Essentials of spoken English
6	Indian Languages	Yoga
7	Mathematics	Computer course
8	Physics	Basic electrician course
9	Physical education	Basic first aid

Bridge courses and enrichment courses are also offered by various departments.

**1.1.8** How does the institution analyze /ensure that the stated objectives of curriculum are achieved in the course of implementation?

In order to achieve the stated objectives of curriculum, the institution formulated certain policies. Both curricular and co-curricular activities are given due importance. The co-curricular activities help the students to reduce stage fright and develop confidence. These activities are designed to bring out student's creativity and their hidden talents. The value education programmes are designed to develop good character in students. Slow learners are given Remedial coaching to help them in their studies. Communicative English programme is developed to increase the English communication skills among students. Walk with scholar programmes for advanced learners help to promote their pursuit of excellence. The extension activities of various departments aims to evoke social responsibility among students. These activities develop a community relationship to students. The computer education provides a technological know-how to utilize internet and social network for widening their knowledge

Work Adjustment register prepared by the heads of departments is monitored by the principal for effective use of instructional hours. The Principal with heads of various departments monitors and ensures the implementation of academic activities for achieving the objectives and goals of institution. Internal examinations, Parents-teachers meetings, tutorial meetings, attendance monitoring, various club activities, etc are designed to achieve the objectives of curricular and co-curricular activities.

## 1.2 Academic flexibility

### 1.2.1 Specifying the goals and objectives give details of the certificate/diploma/ skill development courses etc., offered by the institution.

Professional skill development among student community has been a key element of the curriculum of this college. The conventional courses offered by the college are changed to something more important, useful and more relevant to given needs. The otherwise common curriculum is enriched by supplementary components which are pursued on a parallel basis through horizontal mobility. This is a strategy to widen the skill base of undergraduates by making it obligatory for them to choose a course of their choice. Value addition is crucial to enhance employability.

The college runs **certificate courses**, one **short-term course** for skill development purposes. The normal duration of the certificate programme is 10-15 hrs during any semester of the UG programme. The certificate courses offered by the various departments are based on the principle 'learning by doing' most of the courses have an economic value and this aims to give an opportunity to money during study period and in future. Further, the students are encouraged to learn the core concepts through „learning by doing“ for self sustaining purposes and to focus on the pre-requisites of the companies offering jobs after the course. A student can take up a programme one at a time in each semester and a „course certificate“ will be awarded by the college upon successfully completing the programme. Enlisted below the Value added programmes run by the college along with specific objectives:

### 1.2.2 Does the institution offer programmes that facilitate twinning /dual degree? If 'yes', give details.

No

**1.2.3** Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability.

**Range of Core/Elective options offered by the university and those opted by the college**

Mahatma Gandhi University offered a wide range of core courses. The college opted for seven core courses having duration of six semesters and ten elective courses for different UG Programmes under choice based credit and semester system and five Courses at PG level under CSS System.

**The general degree programme comprises:**

- Language courses
- Core Courses related to major subjects of degree programme
- Complimentary courses
- Open courses
- Choice based courses
- Project

In order to enrich the student's skill, talent and creativity, the college provides maximum academic flexibility. A student is free to take any core subject and associated combination of Complementary course offered by the college on the basis of merit at the time of admission. A student is also free to take any Open Course offered by other departments of the college during the fifth semester and choice based course during the sixth semester. Each department

gives directions and help the students in the selection of Open Course. At the beginning of the fifth semester there is a presentation by every department about the Open Course offered by them.

**The Programmes offered by the college are listed below:**

**A. Core programmes offered at Under Graduate level:**

1. B.A Vocational English
2. B.A Economics
3. B.Com
4. B.Sc Botany
5. B.Sc Chemistry
6. B.Sc Mathematics
7. B.Sc Physics

**B. Core Programmes offered at Postgraduatelevel:**

1. M.A English
2. M.A Economics
3. M.Com
4. M.Sc Botany
5. M.Sc Mathematics

**C. Elective Courses at Undergraduate level and the offering Department:**

Sl.No	Elective Course	Offering Department
1	Marketing Management	Economics
2	American Literature	English
3	Environmental Chemistry	Chemistry
4	Plant Genetics Resource Management	Botany
5	Opto Electronics	Physics
6	Operation Research	Mathematics
7	Financial Management	Commerce
8	Value Added Tax	
9	Direct Tax Law and Practice	
10	Direct Tax Assessment and Procedure	

**D. Elective Courses under Postgraduate level:**

Sl.No	Elective Course	Offering Department
1	Personnel Management Economics of Health and Education Agriculture Economics Environmental Economics	Economics
2	Yet to finalize as the first batch has not reached the 4 <sup>th</sup> semester, in which the elective courses come.	English

3	Security Analysis and Portfolio Management Financial Derivative Market	Commerce
4	Analytical Number Theory Mathematical Economics Operation Research Algorithmic Graph Theory	Mathematics
5	Biotechnology: PE1-Tissue Culture and Micro Bial Bio Technology PE2-Genetic Engineering PE3-Genomics,Proteomics and Bioinformatics	Botany

- Choice Based Credit System and range of subject options:

As per the CBCS System, the college offeres Open courses to the students at Undergraduate level. The students are free to choose any Open Course offered by the other departments during the fifth semester in accordance with their wish. At the beginning of the semester the students are given guidance for the selection of Open Course by the concerned Departments. The Open Course system is very helpful to the student to acquire knowledge in the subject other than their mainstream. A student is required to achieve a minimum of 2 credits from open course by the end of the session.

Open Courses at Undergraduate level and departments concerned.

SI No	Open Course	Offering Department
1	Eco Tourism	Botany
2	Food Science	Chemistry
3	Foundations of Environmental Economics	Economics

4	English for Careers	English
5	Applicable Mathematics	Mathematics
6	Fundamentals of Accounting	Commerce
7	Physical Health and Life Skills Education	Physical Education
8	Energy and Environmental Studies	Physics

**1.2.4** Does the institution offer self-financed programmes? If „yes“, list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.higher studies and improved potential for employability.

No

**1.2.5** Does the college provide additional skill development ,relevant to regional and global employment markets? If ‘yes’ provides details of such programme and beneficiaries.

Among the certificate courses seven courses are considered to be on additional skill oriented basis .These courses are designed to prepare the students to achieve an additional skill for earning an additional income in future. Programmes and the departments concerned are mentioned below.

Sl.No	Offering Department	Programme
1	Department of Indian Languages	Basics of Yoga
2	Economics	Fabric Painting Jewellery making

3	Physics	Basic Electrician Course
4	Chemistry	Computational Chemistry
5	Physical Education	Basic First Aid
6	Mathematics	Computer
7	Statistics	SPSS

**1.2.6** Does the University provide for the flexibility of combining the conventional face-to-face and distance mode of education for students to choose the courses or combination of their choice. If 'yes', how does the institution take advantage of such provision for the benefit of students?

**No**

## **1.2 Curriculum Enrichment**

**1.3.1** Describe the efforts made by the institution to supplement the University's Curriculum to ensure that the academic programmes and institution's goals and objectives are integrated?

In order to achieve institution's goals and objectives, the college has made its own efforts to supplement the University's curriculum.

# For quality management in teaching, learning and evaluation the institution

- Ensure adequacy of teachers according to the acquired teacher-student ratio.
- Internal examination calendar prepared with the help of internal examination committee and students are informed about this at the beginning of the academic year.

- Two internal examination were conducted in every semester in addition to the assignments and seminars for the continuous valuation of students.
- Remedial teaching is provided for helping the slow learners.
- Monthly attendance is consolidated and the parents are informed about the progress of students.
- Feedbacks are regularly collected from students and necessary modifications are made accordingly.

# For empowering students various strategies adopted by the college are as follows:

- Seminar presentations by the students of fifth and sixth semester UG students and the PG students are regularly monitored by the respective departments.
- Peer teaching is implemented for effective communication among students about their concerned subjects.
- NET coaching is given to the PG students by the Department of Economics and Mathematics.
- The Value added Programmes are offered to the students to acquire additional career oriented skills.
- Group Discussions and Debates are arranged to improve the student's confidence and widen their knowledge.
- The tutorial meetings conducted in every month discussed the problems of the students .The solutions made accordingly help to the enhancement of quality of education of the students.
- Class PTA meetings are arranged twice in a year.The suggestions made by the parents at the meetings are discussed in the departments and necessary steps are taken accordingly.

- NET Coaching is provided to the PG students in order to equip them to face the UGC-NET exam.
- Career Guidance cell in the college organize events and meetings with the companies for placement purposes.
- Students have the opportunity to join the certificate courses offered by the parent department and other various departments.
- Extensions programmes organized by the various departments gives an opportunity to the students for community participation.
- The activities of the Quiz club equip the students to participate various quiz programmes organized by various colleges and thus widens their knowledge.

# The activities of the research forum in order to encourage the research aptitude of students:

- The research forum organizes classes to the PG students about the methodology of doing a project work.
- Discussion and evaluation of the synopsis submitted by the PG students of their dissertation works at the beginning of the third semester.
- Submission of monthly progress report of the ongoing project report of PG and UG students to research guides.

### **1.3 Curriculum Enrichment**

**1.3.1** What are the efforts made by the institution to modify, enrich and organize the curriculum to explicitly reflect the experience of students and cater to the needs of the dynamic employment market.

- Special interests and abilities of the students are developed by the integration of a range of enrichment courses into the curriculum: literary,cultural, yoga, basic

computer skills etc. Job-oriented courses, hence, enrich the curriculum and enable the students to be talented job seekers. These courses instill confidence in students to apply for various multiskilled tasks.

- Inputs from lectures by eminent scholars, academic seminars, workshops, career guidance, orientation programme, training sessions, field work, socio economic surveys, on-the-job training also add to the enrichment of the syllabi.
- While modifying and organizing the curriculum at the University level, the faculty who are members of the Boards of Studies of the University try to make up for the difficulties faced by the students in the job market. Employability, innovation and research are accorded priority during curriculum design and development.
- As per the CBCSS system, open courses and choice based courses are offered by the various departments in the college. The various courses are selected by the students purely upon their choice. This flexibility adds a valuable interdisciplinary component to the curriculum.
- Internal Seminars are used to reinforce content presented to students through a lecture programme. Discussions in these sessions tend to explore the lecture material in more depth and are expected to enable students to recognise the relevance of the material to current issues and evidence.

**1.3.2** Efforts made by the Institution to integrate the cross cutting issues such as gender, climate change, environmental Education, Human Rights, ICT, etc. into curriculum.

Majority of the students belong to female category and hence different measures have been adopted to cater the diverse needs gender wise. Many programmes have been conducted by the women cell to empower the woman students to tackle to the day to

day issues they have to face from the institution as well as the society. Anti Narcotic cell of the college has been conducting various programmes for making awareness regarding the negative effects of drugs and the health problems associated with it.

- Nature Club conducts various programmes to inculcate interest for the love of nature. Students are made conscious of the various ways in which they can preserve the ecosystem with a vision that present generation is the custodian of natures.
- As part of NSS activities the removal of Plastic waste campaign was made in order to make a free plastic waste.
- NSS Unit of the college takes initiatives to keep the campus clean and neat.
- PTA takes initiative to cultivate various agricultural crops in the college campus.
- Gender awareness programmes are organized by the Women's Cell .Talk on Awareness of Equal rights for men and women, to prevent atrocities against women, to respect women etc by Dr.J Prameeladevi, Member State Women's Commission who is also a member of our college faculty.
- Human Rights Forum of the College organizes various programmes to make the students aware about the human rights issues and challenges.
- All the postgraduates and under graduate students are exposed to Information Communication Technology in carrying out their academic activities.
- Full fledged IT lab accessible for each and every student.
- Language Laboratory facility.

### **1.3.3 Value-Added Programmes for Holistic Development of Students:**

As our college is working in an atmosphere which is very much influenced by the 'Theerthapada Ashramam' which is in the immediate vicinity of the college. We are

very much thankful to the management of the Ashram for giving opportunities to the students and staff to take part in the religious, spiritual and personality development programs organized by them. The college unit of N S S and the college union also conduct various programmes for the purpose. All religious festivals are being celebrated in the college without any discrimination.

- Programmes for Holistic Development.

The institution gives due importance to the character development of students. Apart from widening the knowledge, the college arranges programmes for inculcating values in students. Being a social animal, the students must have considerations to his fellow being, respect the old, helping mentality and social responsibility. The institution takes it as a challenge to evoke these values in students. Seminars and workshops on value education are organized. The counseling cell of the college organizes classes of counseling experts.

#### **\*Employable and life skills**

- Career oriented programs
- Certificate courses: SPSS, Tally
- Workshops on personality development
- Communication skills, softskill development
- Training programs based on curriculum.
- Computer programs
- Language Lab

#### **\*Better Career Options**

College is giving due importance to the activities that enrich the students with a lot of career options. A Career Guidance cell is working in our college which takes initiative in organizing campus interviews.

- Various agencies are invited to give students awareness to better career options and higher study.
- classes taken by concerned teachers to prepare students for various competitive tests such as bank tests, PSC tests etc.
- The placement and career guidance cell of the college has ever been keen in organizing activities related to career guidance. Conduct of seminars and workshops related to various employment skills in collaboration with various job-offering companies has been among the activities of the cell for exposing students to better career options.

#### **\*Community Orientation**

- Every departments organizes extension activities for ensuring community participation.
- Camps and social services conducted by the National Service Scheme helps in inculcating community orientation. Discussion and lectures on social issues form part of the camp in addition to social work.
- A village is adopted by the N.S.S. units of the college every year.
- Surveys are conducted every year related to various social issues like alchaholism, life style deseases,waste problems etc.

**1.3.4** Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?

- Feedback from teachers and students are helpful to rectify the shortcomings of the curriculum. Exposure of faculty to new and interdisciplinary programmes like seminars, workshops, refresher/orientation course enable them to enrich

themselves with novel ideas on higher education .Discussions at department level generate suggestions for curriculum enrichment.

- Feedback from the students reflected the need of ICT enablement among them. The college ensured availability of sufficient number of computers and networking facility through availing assistance from UGC
- Feedback from teachers regarding the new credit and semester system reflected the need for awareness on grading system. The College arranged workshops on grading patterns, evaluation system and credit system with the help of resource persons from University for all the teachers.
- Feedback from teachers reflected the need of research orientation among the faculty. The college encourages and follows the protocol for sending faculty to UGC-aided Faculty Development Programmes. The research forum of the college organizes events and meetings for research awareness among faculty.

**1.3.5** How does the institution monitor and evaluate the quality of its enrichment programmes?

- The course evaluation feedback system is regularly monitored by the college authorities. The feedback from students are collected at the end of the academic year using a feedback performa. Necessary changes are made accordingly to improve the quality standard of students.
- Extension activities and outreach programmes provide a platform for interaction with the community during which the college obtain feedback about the institution.

- Student feedback is coordinated and submitted to the Principal who in turn makes quality enhancement strategies in consultation with the quality circle and the faculty concerned.
- Feedback from parents obtained through parent teacher meetings and interaction with class teachers enable the institution grow with its goals of character building, personality development, moral uplift and moulding a skilled workforce for national development

#### **1.4 Feedback System**

Feedback is the most vital element which determines and sustains the quality of any institution. Realizing this we have always resorted to gathering honest feedback from the stakeholders and well-wishers.

##### **1.4.1** What are the contributions of the institution in the design and development of the curriculum prepared by the University?

When new programmes or restructured syllabi are introduced the college conducts bridge courses to make studies easier. Moreover, through remedial teaching each weak student is cared for and through promotion of excellence each brilliant student is encouraged to prove her potential. While the slow learners are given a series of tests and assignments, the brighter groups are given scholarships – by the Central and State governments, the Management, faculty members, students' union, parents and well wishers. Curriculum design is done by duly constituted academic bodies like the academic council, the faculty, the board of studies, etc. The members of the academic bodies are assigned the task of curriculum design and modulation, syllabus updating and revision, policy formulation, etc.

**1.4.2** Is there a formal mechanism to obtain feedback from students and stakeholders on Curriculum? If „yes“, how is it communicated to the University and made use internally for curriculum enrichment and introducing changes/new programmes?

A duly filled feedback form is collected from outgoing students for evaluating the performance of the institution. From the feedback obtained, a report is prepared and discussed at the academic committee meetings of the college. The significant and noteworthy suggestions in the feedbacks of students are presented in the University bodies through the elected representatives of the said bodies and changes in curriculum are made by the appropriate bodies.

**1.4.3** How many new programmes/courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/programmes?)

MA English course is sanctioned by the Government of Kerala in the academic year 2013.

It will be introduced in the college during 2014 academic year onwards. As per „*The Universities of Kerala Regulations for the First Degree Programmes under the Choice Based Credit and Semester System (CBCSS) in Affiliated Colleges*’, 2009, all the Undergraduate courses have been brought under Choice Based Credit and Semester System after careful perusal and close scrutiny by the academic bodies and by adopting and following the norms of Parent University. On the basis of this process a major revision has been implemented both in quantity and quality as far as the scheme and syllabus concerned. Fourteen Undergraduate programmes were completely changed to semester system from 2010 onwards, which were previously conducted as annual schemes.

As per the Choice based credit and semester system, the college has provision for offering open courses to all the students at undergraduate level. An optional Course, which

the student is free to take at his/her will, is offered by each department of the college during 5th semester and ensures that the course is a non-major elective. A student is required to achieve a minimum of 2 credits from open course by the end of the session. However, the academic mobility in horizontal terms is ensured by enrolling students to course outside the mainstream of study as well.

## **CRITERION II: TEACHING - LEARNING AND EVALUATION**

### **2.1 Student Enrolment and Profile**

#### **2.1.1** How does the college ensure publicity and transparency in the admission process?

➤ **Prospectus**

A prospectus detailing the courses offered by the college is published as per the guidelines of the Mahathma Gandhi University.

➤ **College Website**

Regularly updating official website of the college ensures transparency in the admission process. It provides relevant information like departments, faculty, study courses, eligibility to various courses, fees, merit list and admission list.

Website- [www.svrnsscollege.com](http://www.svrnsscollege.com)

Email- [svrnsscollege@rediffmail.com](mailto:svrnsscollege@rediffmail.com)

➤ **Advertisements in Regional/ National News Papers**

The college, with the permission of the management, advertises in all leading local and national news papers providing full details of the UG/PG study courses, date of admission and other relevant details.

Any other (Specify)

➤ **Academic Calendar**

College publishes academic calendar in every year which provides full details regarding the college, various departments and courses (UG/PG) offered. Parents and students can have access to it.

The admission process is fully transparent since the college follows centralized online admission process as implemented by the Mahathma Gandhi University.

- 2.1.2** Explain in detail the criteria adopted and process of admission (ex.(i) Merit (ii)common admission test conducted by state agencies and national agencies (iii)combination of merit and entrance test or merit, entrance test and interview (iv)any other) to various programmes of the institution.

Since the year 2009-10 college follows CBCSS system and Online Centralized Allotment as per the regulation of the Mahathma Gandhi University. Plus Two/Higher Secondary marks are the basic criteria for admission. Seats available in the college are mainly classified as Merit Seats, Community Seats, Management Seats and Reservation Seats.

- (a) Merit Seats: Merit seats are filled by the University through online centralized allotment process purely on merit basis
- (b) Community Seats: These seats are filled by the college management on the basis of merit among the community candidates.
- (c) Management Seats: These seats are filled by the Management of the college.
- (d) Reservation Seats: The seats under quota for sports persons and for persons with disabilities are filled by the college management itself.

<b>Seat division</b>	<b>Percentage</b>
Merit	50
SC/ST, Minority, and Socially Backward Communities	20
Management	20
Community(Nair)	10

- 2.1.3.** Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide a comparison with other colleges of the affiliating university within the city/ district.

ECONOMICS								
Year					Other Colleges in the City			
	Minimum%		Maximum%		Minimum%		Maximum%	
	UG	PG	UG	PG	UG	PG	UG	PG
2009					55		81	
2010								
2011								
2012								
2013								

ENGLISH								
Year					Other Colleges in the Colleges			
	Minimum%		Maximum %		Minimum%		Maximum%	
	UG	PG	UG	PG	UG	PG	UG	PG
2009					45		83	
2010								
2011								
2012								
2013								

BOTANY								
Year					Other Colleges in the City			
	Minimum %		Maximum%		Minimum %		Maximum%	
	UG	PG	UG	PG	UG	PG	UG	PG
2009								
2010								
2011								
2012								
2013								

CHEMISTRY								
Year					Other Colleges in the City			
	Minimum%		Maximum%		Minimum%		Maximum%	
	UG	PG	UG	PG	UG	PG	UG	PG
2009								
2010								
2011								
2012								
2013								

MATHEMATICS								
Year					Other Colleges in the City			
	Minimum%		Maximum%		Minimum%		Maximum%	
	UG	PG	UG	PG	UG	PG	UG	PG
2009					63.8		90	
2010								
2011								
2012								
2013								

PHYSICS								
Year					Other Colleges in the City			
	Minimum%		Maximum%		Minimum%		Maximum%	
	UG	PG	UG	PG	UG	PG	UG	PG
2009								
2010								
2011								
2012								
2013								

COMMERCE								
Year					Other Colleges in the City			
	Minimum%		Maximum%		Minimum%		Maximum%	
	UG	PG	UG	PG	UG	PG	UG	PG
2009					61		88	
2010					50		90	
2011								
2012								
2013								

Other colleges in the city

**2.1.4.** Is there a mechanism in the institution to review the admission process and student profile annually? If 'yes', what is the outcome of such an effort and how has it contributed to the improvement of the process?

Since the year 2009-2010 the college follows the Merit Centralized Admission. Still the institution has its own mechanism to review the admission process and student profiles annually. The entire admission process is carried out by a committee that

includes both the teaching and non-teaching staff. The college management reviews the management quota. Student profiles are kept and annually reviewed by departmental committee. Such an effort has proved very effective in making the entire process more simple, transparent and convenient.

**2.1.5.** Reflecting on the strategies adopted to increase/ improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the National commitment to diversity and inclusion.

- ❖ SC/ST
- ❖ OBC
- ❖ Women
- ❖ Differently abled
- ❖ Economically weaker sections
- ❖ Minority community
- ❖ Any other

a) SC/ST

As per the Government rules 20% of the seats are reserved for the SC/ST, Minority and the socially backward communities and are also exempted from the remittance of fee. Majority of the students hails from the weaker sections of the rural society of Iduky and Kottayam. All the scholarships and grants issued by the state government (like lump sum) are properly distributed among the deserved students.

b) Women

Women constitute more than 65% of the student strength. A women cell named “Thejaswini” gives its effective involvement in the comprehensive development of

girls . “Thejaswini” arranges awareness classes ,regular meetings, discussions and debates on gender issues. There is a complaint box for girls which allows them to present their complaints .The complaint box is cleared once in a week and proper remedial measures are taken by the women cell. There is a recreation room especially for girls.

c) Differently- abled

As per the university norms 1% of seats is reserved for differently- abled. This category of students is given special care and attention .While high achievers are guided for peer teaching slow learners are recommended for remedial classes and special coaching.

d) Economically weaker sections.

Since the college is situated in remote village of Kottayam district majority of the students belongs to economically weaker sections. The college departments provide proper information regarding various scholarships and grants for the economically backward students such as KPCR. College PTA gives monetary assistance to deserving students recommended by the concerned department .From last year onwards a Book bank is working in most of the departments constituted by the books donated by the earlier batches. From this book bank books are distributed to the economically weaker students

e) Sports personnel

According to university regulations sports quota seats are reserved for those students who have excelled in sports at the district, state, regional and national level. Missed classes are compensated through special classes. College grandly celebrates the sports day and encourages students by distributing prizes and certificates. Various sports teams are also constituted to ensure student participation in games.

**2.1.6.** Provide the following details for various programmes offered by the institution during the last four years and comment on the trends i.e., reasons for increase/ decrease and actions initiated for improvement.

<b>SUBJECT</b>	<b>NUMBER OF APPLICATIONS RECEIVED</b>	<b>NUMBER OF STUDENTS ADMITTED</b>	<b>DEMAND RATIO</b>
ECONOMICS(UG)			
2010-11	203	46	4.41
2011-12	Centralized allotment	43	
2012-13		52	
2013-14		35	
ECONOMICS(PG)			
2010-11		09	
2011-12	Centralized allotment	12	
2012-13		12	
2013-14		19	
ENGLISH(UG)			
2010-11	48	18	2.66
2011-12	Centralized allotment	23	
2012-13		28	
2013-14		28	
ENGLISH (PG)			
2010-11	PG in English started		
2011-12	from 2013-14		
2012-13	Centralized allotment		
2013-14		14	
MATHMATICS(UG)			
2010-11	98	33	3.03
2011-12	Centralized allotment	22	
2012-13		30	
2013-14		50	

MATHEMATICS (PG)	Centralized allotment	12	
2010-11		13	
2011-12		10	
2012-13		19	
2013-14			
BOTANY(UG)			
2010-11	46	18	2.5
2011-12	Centralized allotment	13	
2012-13		21	
2013-14		37	
BOTANY (PG)			
2010-11	Centralized allotment	11	
2011-12		12	
2012-13		13	
2013-14		13	
PHYSICS(UG)			
2010-11	60	18	3.33
2011-12	Centralized allotment	13	
2012-13		19	
2013-14		39	
CHEMISTRY(UG)			
2010-11	48	15	3.2
2011-12	Centralized allotment	15	
2012-13		22	
2013-14		36	
COMMERCE(UG)			
2010-11	401	56	7.16
2011-12	Centralized allotment	63	
2012-13		61	
2013-14		63	

COMMERCE(PG)			
2010-11	Centralized allotment	18	
2011-12		19	
2012-13		19	
2013-14		19	

## 2.2. Catering to Diverse Needs of Students

**2.2.1.** How does the institution cater to the needs of differently abled students and ensure adherence to Government policies in this regard?

Since the college is situated in a remote area majority of the student community hails from rural background and studied in regional schools. This is identified as a root cause for their incomprehensibility of English and technical subjects like computer. In order to tackle these problems, the college has adopted many remedial programmes like Bridge Course, add-on courses. In effect most of the certificate courses adopted by the college also contribute to bridge the knowledge gap of this group. At the time of admission every department provides one week orientation programme which mainly aims to create a rapport between the faculty and students. This helps the teachers to have a clear understanding of students' strength and weaknesses which in turn can help them in their further guidance.

### A general structure of College Orientation

- First Day : Campus discipline and Anti- Ragging (Anti Ragging Cell)
- Second Day : Environmental Awareness and Campus Visit (Nature Club)
- Third Day : Gender Issues and Women Empowerment (Women Cell)
- Fourth Day : Personality Development (Career Guidance and Counseling)
- Fifth Day : Subject ( Departments Concerned)

In order to improve academic excellence and for providing better opportunities for students regular tutorial hours are held. Also students are grouped into smaller units and are assigned to a teacher for guidance and mentoring.

**2.2.2.** Does the institution assess the student's needs in terms of knowledge and skills before the commencement of the programme? If 'yes', give details on the process.

At the time of admission, college provides a student Performa to be filled by the students which helps the teachers to have a comprehensive knowledge about the curricular and co- curricular abilities of every student.

**2.2.3.** What are the strategies adopted by the institution to bridge the knowledge gap of the enrolled students to enable them to cope with the programme of their choice?

Apart from Bridge courses listed below, the Tutorial sessions, Enrichment courses etc help to bridge the knowledge gap of the students. The Bridge courses run by various departments are shown below.

DEPARTMENTS	NAME OF BRIDGE COURSE	DURATION (HOURS)	NAME OF THE CO -ORDINATORS
ECONOMICS	Peer Teaching programme	20 hrs	
ENGLISH	Essential of spoken English	3 hrs	Jayakrishan R
PHYSICS	Peer Teaching programme	20 hrs	
STATISTICS	Statistical Package for Social Sciences	30 hrs	Dr. Maya T Nair
MATHEMATICS	Remedial in BSc Mathematics	30 hrs	Babin B
BOTANY	Peer Teaching		
COMMERCE	Peer Teaching		

### **Remedial Courses**

Monthly class tests are conducted in order to identify slow and advanced learners. Additional classes during off campus hours are arranged to improve their performance. They are encouraged to attend remedial classes till they show significant improvement in performance.

### **Value added/ Enrichment Programmes**

For the last five years college has introduced a number of value added/ Enrichment/ Certificate courses in order to ensure multi-faceted development of students. A student can take up one programme at a time in each semester and a meager amount is collected as fee. After completing the course successfully, a course certificate is awarded.

- Indian Languages – Basic Course in Yoga
- Commerce- Tally
- Economics and Politics- Fabric Painting, NET coaching in Economics, Ornament Making
- English- Essentials of Spoken English, NET Coaching in English.
- Physics- Basic Electrician Course
- Chemistry- Fundamentals of Food Science, Computational Chemistry
- Botany and Zoology- Organic Farming
- Physical Education- Basic First Aid
- Mathematics- Computer, Remedials in BSc Mathematics, NET Coaching in Mathematical Science, PSC Coaching in Numerical Ability and Reasoning, Elementary Home Making, certificate course in Computer Applications.

- Statistics- Actuarial Statistics, Bio- Statistics, Statistical Package for Social Sciences(SPSS)

**2.2.4** How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc.?

- There is an active Women cell that is always vigilant about women issues in and out of the campus. The college gives primary importance to maintain gender equality in the campus. The unit arranges debates and discussions on various gender sensitive issues that demand participation from the side of both students and staff.
- College has a Nature Club that actively responds to environmental issues and tries to sensitize students and staff about the same. The college has undertaken a prestigious extension activity with an aim to increase student participation in environmental protection.
- A sacred Grove in the locality is being protected by the efforts of the department of English with the aim of sensitizing students regarding the importance of such traditional cultural systems in the protection of ecology and environment. Eco friendly and sustainable farming methods like Bio farming are being practiced in the campus. This best practice aims to bring student awareness about nature friendly farming methods. College has a vermi- compost unit to assist the students in their bio farming endeavours.
- College has a biogas plant which helps in waste management and thereby pollution in the campus. Students and the faculty are keen in keeping the campus green, plastic-free and eco -friendly.

**2.2.5** How does the institution identify and respond to special educational/ learning needs of advanced learners?

College identifies advanced learners through tutorials, regular class tests, performance in class and participation in the general activities of the college. College has many strategies for the betterment of such students .During off campus hours they are guided for peer teaching and combined study .They are encouraged to prepare and presents assignments and seminars on academic and non academic topics. The college has a TALENT POOL that aims to orient the advanced students towards their area of interest. Active participation of advanced learners in various clubs of the college is ensured .college/ departmental level quiz and debates are organized frequently to assure effective platforms for advanced learners.

**2.2.6** How does the institution collect, analyze and use the data and information on the academic performance(through the programme duration) of the students at risk of drop out(students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc. who may discontinue their studies if some sort of support is not provided)?

College is strict in maintaining Student Track Record Register which is a comprehensive student record .Faculty maintains constant contact with parents and collect all details regarding their family back ground and .In order to create a free and friendly student friendly atmosphere in the institution student mentoring programme is being practiced by every department. As per the recommendations of the mentor counseling is provided.

**2.3 Teaching- Learning Process**

**2.3.1** How does the college plan and organize the teaching learning evaluation schedules (Academic Calendar, teaching Plan, evaluation blue print, etc)?

Academic curricula of the college has been planned and developed as per university schedule. The teaching plan for the entire academic year is prepared by a committee of faculty members headed by the concerned department heads. The syllabus is carefully scrutinized by this committee and is divided among the teachers. Each teacher is required to keep a teacher's diary containing teaching plan. The HOD maintains a regular work diary which also records the work adjustments made to continue classes in case of absence of any staff. Time table, hours for lectures and practical classes etc are discussed and set as per the university guidelines.

Unexpected disruptions to college schedules are bridged through extra classes and spare teaching. A programme chart is prepared by every department that details schedules for the conduct of test papers, seminars, debates, cultural activities, PTA meetings, alumni and other extension activities. A Self appraisal report is to be submitted to the HOD by each faculty member in the end of the academic year. The HOD is required to keep an assessment report of the same. Periodical Review Reports of departmental meetings are submitted to the principal.

**2.3.2.** How does IQAC contribute to improve the teaching –learning process?

Monitoring of the teaching learning process is done under the guidance of IQAC. Bi-monthly meetings are conducted to assess and implement UGC standards. Seminars and workshops are arranged by IQAC to enhance the quality of teaching learning process.

**2.3.3** How is learning made student centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?

Student centric learning strategies are introduced in the college by various departments to enhance interactive, collaborative and independent learning among students.

- Creates a student centric atmosphere by increasing student participation in learning process. Constant debates, discussions and seminars are conducted in classrooms.
- Provide additional reference materials to acquaint students with concerned areas.
- Students are asked to prepare self study materials in off campus hours and teachers give corrective instructions.
- Topic related film shows, documentaries and exhibitions are arranged.
- Regular feedbacks from students during tutorials are collected and analyzed at departmental level for further improvements.
- Advices and recommendations from alumni and other stake holders are verified and considered.
- The teacher is a facilitator for the students in their preparation of seminars and presentations.

**2.3.4** How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life- long learners and innovators?

Debates and discussions are arranged with an aim to nurture critical thinking among student community. Expert talks are given on relevant topics to make students alert about the changing tendencies in their subject of study. Students are encouraged to participate in workshops and exhibitions. The institution ensures ample atmosphere for the flourishing of student creativity. Monthly news bulletin to exhibit campus news, notice boards for presenting their creative writings are all endeavors in this direction. In addition to these students are encouraged to participate in club activities,

departmental fests, association activities, intra and inter collegiate competitions. To induce scientific temper in students debates are arranged on relevant scientific topics. Study tours and factory visits are made part of the curriculum to give exposure to students

- 2.3.5** What are the technologies and facilities available and used by the faculty for effective teaching? Eg: Virtual laboratories, e-learning-resources from National Programme on Technology Enhanced Learning(NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.

The College has a Centralized Computer Lab with 17 computers with internet connection and 2 printers. Each department has a local Wifi router which offers wireless connectivity in the entire department. All class rooms are connected to the Principal's chamber with public address system. The institute has computers with the latest configuration and UPS power back up. We have two multi functioning photo copiers. All the departments have been provided with computers, laptops, LCD projectors, laser printer and Internet connectivity. One seminar hall is fitted with LCD projector, wide screen and sound system. The college has ICT enabled PG class rooms, Well equipped laboratories, 73 desktops, 3 laptops, 1 OHP (Over Head Projectors), 5 LCD projectors, 6 Scanners, and Internet facility in all Wi-Fi enabled departments.

- 2.3.6** How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc)?

College conducts seminars and workshops on relevant subjects in order to expose students and teachers to advanced levels on knowledge and skills. Lectures by experts are arranged for teachers and students which gives them opportunity to understand

new developments in various subjects. The seminars and workshops have aroused the interest of students and improved their learning skills and motivated them to innovate and develop their own communication skills, explore new ideas and develop critical thinking which will go a long way in giving them experience in problem solving.

- 2.3.7** Detail (process and the number of students/ benefitted) on the academic, personal and psycho-social support and guidance services (professional Counseling/ mentoring/academic advice) provided to students?

To provide academic support to students, tutorial hours are arranged which give a suitable platform for students to share their complaints and suggestions. Various cells and clubs are functioning in the college to extent academic support to students. College also provides various certificate courses which helps them to secure an extra life skill. For providing personal and psycho- social support college has devised mentoring programme which improve the rapport between students and teachers. There are other supporting systems like women cell and counseling cell.

- 2.3.8** Provide details of innovative teaching approaches / methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faculty to adopt new and innovative approaches and the impact of such innovative practices on student learning?

The college and its faculty is very keen about introducing innovative teaching methods. Apart from bridge courses and remedial courses teachers adopt IT enabled teaching facilities and online learning. Educational CDs and films are introduced into the class room space. Before the commencement of the class a five day orientation is arranged. Through such innovative methods education is made more student centric. It also helps to enhance critical thinking and creativity .They are made more sensitive

to issues like environment and gender. The certificate courses arranged by various departments pass the message of earning while learning.

**2.3.9** How are the library resources used to augment the teaching – learning process?

The library is well stocked with books, journals, magazines, news papers and other study materials. Separate library hours are set for students of different years to ease their library access

**2.3.10** Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If ‘yes’, elaborate on the challenges encountered and the institutional approaches to overcome these.

Yes Classes are unexpectedly disrupted by hartals, sudden shut downs, agitations, or unplanned holidays. Many college events like seminars and other cultural programmes also to be arranged during class hours . Faculty improvement programmes like refresher/orientation, exam duties etc also affect planned schedules. But the college bring in effective measures to cope with the problem through special classes extra classes and off hour classes.

**2.3.11.** How does the institution monitor and evaluate the quality of teaching- learning?

Collective review sections are held at departmental levels under the supervision of HODs to review teachers diary. Off hour duties are assigned to teachers by the department heads to make up for lost time. Student feed backs are collected for review. Teachers have been encouraged to improve their performance by self improvement programmes including special academic courses ,STAT,FLAIR,UGC programmes like capacity building for women etc.

## 2.4 Teacher Quality

**2.4.1** Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of curriculum.

The college is very keen about giving proper encouragement to teachers to increase their potential and competency. In order to equip them to deal with the challenging curriculum, they are given proper orientations and seminars under the auspice of the IQAC. The college takes necessary measures to ensure teacher participation in state level/ university level training programmes like orientation/ refresher etc.

Highest Qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
<b>Permanent Teachers</b>							
D. Sc/D. Litt.							
Ph. D			3	3	3	4	13
M. Phil			3	1	3	7	14
PG			01	4	6	13	23
<b>Temporary Teachers</b>							
Ph. D							
M. Phil							
PG					3	9	12
<b>Part- time Teachers</b>							
Ph. D							
M. Phil							
PG			01				01

**2.4.2** How does the institution cope with the growing demands/ scarcity of qualified senior faculty to teach new programmes/ modern areas (emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.

Scarcity of qualified teachers, which is a major challenge is under constant scrutiny of the management. The college management in accordance with the university norms and approval has recruited new staff members with UGC approved qualifications. Assistance from retired faculties is also sought to bridge the absence of experienced hands.

**2.4.3** Providing details on staff development programmes during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.

The details are provided below:-

(a) Nomination to staff development programmes

Academic Staff Development Programmes	Number of Faculty Nominated
Refresher Courses	07
HRD Programmes	Nil
Orientation Programmes	07
Staff Training Conducted by the University	15
Staff Training Conducted by Other Institution	14
Summer/ Winter Schools, Workshops etc	23

(b) Faculty Training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching-learning

- IQAC seminars/ workshops
- Institutional level orientation programmes

- Computer training to faculty
- Use of IT enabled services- audio visual aids, multimedia
- Renewal Programmes
- Tutor assessment programmes by HOD and Principa
- Teaching learning material development, selection and use through departmental meetings.

(c) Percentage of faculty

- Invited as resource persons in workshops/ seminars/ conferences organized by external professional agencies--- 15%
- Participated in external workshops/ seminars/ conferences recognized by national/ international professional bodies : 60%
- Presented papers in workshops/ seminars/ conferences conducted or recognized by professional agencies— 40%

**2.4.4** What policies/systems are in place to recharge teachers? (eg: providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programmes industrial engagement etc.)

The college, from time to time, encourages its teachers to undergo refresher training courses organized by various universities/ staff colleges etc. At institutional level college arranges seminars and workshops to enrich teaching capacity. Duty leaves are provided to attend external seminars/ workshops/ orientation etc. Full support in fetching research assistance and grants from UGC and similar funding agencies are given. The research cell in the college extends its full support and guidance in the

submission of major- minor projects and publications. There are expert faculty members with research experience in national level institutions.

- 2.4.5 Give the number of faculty who received awards / recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/ achievement of the faculty.

## AWARDS

- 2.4.6 Has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?

Yes. Evaluation forms are provided to students and in accordance with it the performance of the teachers is reviewed by concerned HOD and Principal. They recommend necessary improvements.

## **2.5 Evaluation Process and Reforms**

- 2.5.1.** How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?

Students and faculty are fully informed about the evaluation processes and reforms in order to ensure success and cooperation from their side .Periodical meetings to assess and discuss the evaluation reforms ,outcomes and complaints are held at departmental, institutional and management level.

- 2.5.2.** What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?

Since the college is affiliated to MG University all evaluation reforms introduced by the university is adopted by the institution also

- Semester system and internal assessment
- Introduction of Grade system
- Implementation of UGC norms and regulations in recruitment of faculty.

2.5.3. How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?

Different measures are implemented to ensure effectiveness of evaluation reforms.

- Department wise notice board to display internal marks
- Publication of internal at the right time.
- Special departmental meetings before the publication of internals.
- Grievance redressing cell.

2.5.4. Provide details on the formative and summative evaluation approaches adopted to measure student achievement. Cite a few examples which have positively impacted the system.

As a part of formative valuation each department undertakes internal and class tests during each semester. Model exams are regularly conducted at the end of each semester by concerned departments. Besides, to ensure feedback from the students teachers ask thought provoking questions during the class times. Viva are conducted at the end of each semester.

2.5.5. Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students (weightage for behavioral aspects, independent learning, communication skills etc.

To ensure transparency in internal assessment departmental committees are constituted at the beginning of the academic year itself under which internal examinations are held twice in a semester. This committee also takes care of proper paper valuation and the

publication of internals .To address complaints regarding internals a grievance redressing cell is functioning.

Criteria for internal assessment

- Attendance
- Assignments/seminars/viva
- Total of two internal exams
- Practical(Science stream)

**2.5.6.** What are the graduate attributes specified by the college/affiliating university? How does the college ensure the attainment of these by the students?

As per the university specifications a minimum of 35% (mark system) and a minimum D grade (grade system) is to be secured by the student. College strictly follows such marks specifications. The college ensures that the entire teaching learning process leads to higher achievements by its students.

**2.5.7.** What are the mechanisms for redressal of grievances with reference to evaluation both at the College and University level?

An effective Grievance redressing cell functions in the college to address genuine grievances or complaints about marking in semester exams, preparation of grades, retesting of papers etc. Decisions are taken on the basis of documents. Grievances at the university have to be taken up by the student with the university authorities as per laid down procedures.

## **2.6 Student Performance and Learning Outcomes**

**2.6.1.** Does the college have clearly stated learning outcomes? If „yes“ give details on how the students and staff are made aware of these?

At the time of admission itself, through orientation and prospectus, students are made well aware of the expectations and aims of the institution. The college maintains clearly stated learning outcomes for the stake holders to analyze. Overall results are displayed in notice boards from time to time. Internal exam results are displayed in the concerned departmental notice boards. Tutors assess the internal and end semester results and an assessment report is submitted for the consideration of the HOD and the principal.

**2.6.2.** Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/programme? Provide an analysis of the students results/achievements (Programme/course wise for last four years) and explain the differences if any and patterns of achievement across the programmes/courses offered.

Internal exam marks and semester exam results are the criteria to monitor and analyse the progress and performance of students.

Programme		Year	Pass percentage
English	UG	2009-10	50%
		2010-11	44%
		2011-12	45%
		2012-13	48%
		2013-14	100%
	PG	2009-10	Ist batch has not passed out
		2010-11	
		2011-12	
		2012-13	
		2013-14	

Programme		Year	Pass percentage
ECONOMICS	UG	2010-11	91%
		2011-12	58%
		2012-13	63%
		2013-14	65%
	PG	2010-11	90%
		2011-12	11%
		2012-13	67%
		2013-14	50%

Programme		Year	Pass percentage
BOTANY	UG	2010-11	60%
		2011-12	71%
		2012-13	72%
		2013-14	69%
	PG	2010-11	100%
		2011-12	64%
		2012-13	83%
		2013-14	31%

Programme		Year	Pass percentage
MATHEMATICS	UG	2010-11	57%
		2011-12	27%
		2012-13	77%
		2013-14	59%
	PG	2010-11	55%
		2011-12	30%
		2012-13	75%
		2013-14	20%

PROGRAMME	Year	Pass percentage
CHEMISTRY	2010-11	73%
	2011-12	71%
	2012-13	67%
	2013-14	87%

PROGRAMME	Year	Pass percentage
PHYSICS	2010-11	55%
	2011-12	40%
	2012-13	78%
	2013-14	62%

Programme		Year	Pass percentage
COMMERCE	UG	2009-10	74%
		2010-11	74%
		2011-12	89%
		2012-13	89%
	PG	2009-10	100%
		2010-11	89%
		2011-12	72%
		2012-13	79%

**2.6.3.** How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?

College aims to achieve academic excellence, uphold moral and spiritual values, inculcate a sense of social justice and make the students self reliant and service minded. Since most of the students hail from under privileged sections and studied in vernacular schools they feel disoriented. To overcome these difficulties college has devised its own strategies. Student centered teaching learning programmes like orientation, bridge courses, remedial classes, club activities, peer teaching etc and more transparent assessment modes make the students more confident.

**2.6.4.** What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (quality Jobs, entrepreneurship, innovation and research aptitude) of the courses offered?

All the certificate courses offered by the institution are framed in a way to enhance the social and economic relevance of the courses offered. A course certificate is issued after the successful completion of the course. Prestigious companies like TCS have

visited the college for campus recruitment. College provides coaching for competitive exams like UGC NET, PSC, Bank etc with the objective of increasing the competency and employability of students. College career guidance cell initiates and co-ordinates such endeavor.

- 2.6.5.** How does the institution collect and analyze data on student learning outcomes and use it for planning and overcoming barriers of learning?

A systematic student track record is kept in the department to collect data regarding the student academic performance and learning outcomes. Results are analyzed and reports are submitted by the tutors and are submitted for the review of the concerned authorities. On the basis of these, programmes such as bridge courses, remedial classes, coaching classes etc are devised and implemented

- 2.6.6.** How does the institution monitor and ensure the achievement of learning outcome?

Each department maintains a proper record of the achievements of the passed out students. Under the auspices of the Career Guidance Cell campus placement programmes are being conducted with an aim to avail them better opportunities.

- 2.6.7.** Does the institution and individual teachers use assessment/evaluation as an indicator for evaluating student performance, achievement of learning objectives and planning?

If „yes“ provide details on the process and cite a few examples.

Yes. These learning outcomes and assessment reports help individual teachers and institution in the enhancement of their teaching learning process. These evaluation /assessment reports are taken as indicators in the preparation of the teaching plan and setting of learning objectives. Again this learning outcomes and overall student performance are referred to select students to the talent pool.

### CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION

#### 3.1 Promotion of Research

**3.1.1** Does the institution have recognized research center/s of the affiliating University or any other agency/organization?

No

**3.1.2** Does the Institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.

The college has a Research Committee which is a monitoring body that screens and promotes the research activities. It provides necessary help and support to researchers and assists them in finding fund opportunities. It assists in submission of minor and major projects by the faculty members and also promotes interdisciplinary research.

#### Members of the Research Committee

Name	Designation	Position
Dr. P.S. GeethaKumari	Principal	Chairman
Dr. N. Unnikrishnan	Associate Professor Botany	Convener
Dr. S.V. Predeep	Associate Professor Botany	Member
Dr. D. Gangadathan	Associate Professor Commerce	Member
Smt. Preethi K.N.	Assistant Professor Economics	Member
Dr. Maya T. Nair	Assistant Professor Statistics	Member
Dr. Siji J.V.	Assistant Professor	Member

Some of the recommendations by the committee and its impact

- The committee recommended to go for the publication of a research journal of the college.
- It is recommended to start a research centre in the department of Botany in the college
- It is recommended to conduct competitions among the PG students to present research papers as part of their projects and to give cash awards.

**3.1.3** What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/ projects?

- § autonomy to the principal investigator
- § timely availability or release of resources
- § adequate infrastructure and human resources
- § time-off, reduced teaching load, special leave etc. to teachers
- § support in terms of technology and information needs
- § facilitate timely auditing and submission of utilization certificate to the funding authorities
- § any other

Complete autonomy to the principal investigator in all the aspects of the project including academic, administrative and financial. The research committee ensures timely availability and release of resources in the college and the institute provides the basic infrastructure. special leave to teachers is granted to attend project presentation, yearly progress report presentation etc as per university norms and the research committee facilitate timely auditing and submission of utilization certificate to the funding authorities

**3.1.4** What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?

The UG and PG students conduct academic in house research projects to partially fulfill the requirements of their respective degrees. They are encouraged and inspired by the experienced faculty to carry out project work. Inter-departmental and multidisciplinary problems are also given for student research projects. The students are motivated to participate in national conferences/seminars to present abstracts, posters and papers of their research. The students are also encouraged to publish their PG research project in the reputed national/international journals or in the journal Science Chronicle. Different departments conduct National seminars/workshops and invited lectures to impart research aptitude among students. Field visit and visit to different Research Institutions like Botanical Survey of India, Coimbatore, Rubber Research Institute etc. are conducted for PG students.

**3.1.5** Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual/collaborative research activity, etc.

**List of faculty who are recognized as approved research supervisors**

<b>Name of Faculty</b>	<b>Department</b>	<b>Name of Institution</b>
1. Dr. S.V. Predeep	Botany	MG University
2. Dr. Maya T Nair	Statistics	Bharatiyar University
3. Dr. Prameela Devi,	English	CMS College Kottayam
4. Dr. PK Ajith Kumar,	Hindi	MG University
5. Dr. T.VMurali Vallabhan.	Economics	MG University

**3.1.6** Give details of workshops/ training programmes/ sensitization programmes conducted/organized by the institution with focus on capacity building in terms of research and imbuing research culture among the staff and students.

1. Dr. C. Sathish Kumar, Senior Scientist, TBGRI and IUCN expert on Endangered Orchids visited and took classes on orchids in February 2014 at Department of Botany.
- 2.

**List of resource persons**

3.1.7 Provide details of prioritised research areas and the expertise available with the institution.

**The List of expertise available with the institution**

Dr.N. Unnikrishnan Dept of Botany – Tissue culture and Taxonomy, Wet land conservation

Dr. S.V. Pradeep Dept of Botany – Taxonomy, legume taxonomy

Dr. Murali Vallabhan Dept of Economics – Sustainable Development

Dr. J P Prameela Devi, Dept of English – Subaltern Studies

Dr. Vinayakan R – Dept of Physics Nano Technology

Dr. Anoop Kumar – Dept of Chemistry Nanocomposites.

Dr. Maya T Nair Dept of Mathematics Reliability and Survival Analysis.

**3.1.8** Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?

We regularly invite experts from different thrust areas and request them to interact with our teachers and students.

### **Eminent Resources Persons who visited the college during the previous Years**

Dr. C. Sathish Kumar, Senior Scientist, TBGRI and IUCN expert on Endangered Orchids

#### **3.1.9** What percentage of the faculty has utilized Sabbatical Leave for research activities?

How has the provision contributed to improve the quality of research and imbibe research culture on the campus?

Dr. Vinayakan R, on Post Doctoral Fellowship Leave and is in USA.

#### **3.1.10** Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of research of the institution and elsewhere to students and community (lab to land)

Research awareness programmes conducted yearly in the college to convey the epistemological structure of the particular research conducted by members and to bring about alerts in the latest developments in each individual areas of research

### **3.2 Resource Mobilization for Research**

#### **3.2.1** What percentage of the total budget is earmarked for research?

Give details of major heads of expenditure, financial allocation and actual utilization.

Classes and workshops on research and funding agencies are conducted and expense is meted by the PTA.

#### **3.2.2** Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?

As this is an affiliated college, no seed money is provided to the faculty for research.

- 3.2.3** What are the financial provisions made available to support student research projects by students?

The PTA and departments concerned are ready to provide financial support for needy students.

- 3.2.4** How does the various departments/units/staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.

No inter disciplinary research so far.

- 3.2.5** How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?

The staff and students of departments concerned are well informed about the facilities and are encouraged to make benefit out of it.

- 3.2.6** Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If 'yes' give details.

Dept of Chemistry received Rs. from KSCSTE for Science Day Celebration and seminar.

- 3.2.7** Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organisations. Provide details of ongoing and completed projects and grants received during the last four years.

Project	Duration Year From To	Title of the project	Name of the funding agency	Total Grant		Total grant received till date
				Sanctioned	Received	
Minor projects  Dr. N Unnikrishnan         Smt. Lisamma Stephen	2007-2009	1.Studies on the taxonomy and diversity of flowering hydrophytes in selected areas of Kuttanad wetland	UGC	80,000	80,000	80,000
		2.Revisionary studies on <i>Smithia</i> and <i>Tephrosia</i> (Leguminosae) of South India	UGC	2 lakhs	2 lakhs	2 lakhs
		3.A Study on the Distribution and Movement of Water Birds in and around Vempanad Lake.	UGC	80000	80000	80000
Major projects  Dr. SV Pradeep		Flora of Kumarakom, Pathiramanal and adjoining areas	KSCS TE	15 lakhs	6.5 lakhs	6.5 lakhs
Interdisciplinary projects						
Industry sponsore						
Students' research projects						
Any other (specify)						

### 3.3 Research Facilities

**3.3.1** What are the research facilities available to the students and research scholars within the campus?

The Central Library of college provides fundamental support for research.

The departments are net-enabled and teachers and students can access e-platforms and e-journals.

**3.3.2** What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?

The college Research Promotion Council puts forward the demands for upgrading infrastructural facilities to meet the needs of the researchers at the College Council and the council gives permission for utilizing the amount needed from the UGC/PTA fund.

**3.3.3** Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities?? If 'yes', what are the instruments / facilities created during the last four years.

Dept of Botany received UGC special grant of 10 lakhs for modernization of the lab in 2010.

**3.3.4** What are the research facilities made available to the students and research scholars outside the campus / other research laboratories?

The departments take special care to contact the institutions officially to provide facilities for the students to collect data and do their research in the institutions especially when they go for such activities as part of their project. Santhigiri

Research Centre Uzhavoor, Research Centre at Rubber Board at Kottayam, Wind Field Project at Ramackalmedu etc are some such centres where students have already utilized the research facilities.

**3.3.5** Provide details on the library/ information resource center or any other facilities available specifically for the researchers?

The College Library with its internet booths and e-journals, internet facilities at specific departments etc help the researchers.

**3.3.6** What are the collaborative research facilities developed/ created by the research institutes in the college. For ex. Laboratories, library, instruments, computers, new technology etc.

#### **Instruments in the lab**

1. Cooling Centrifuge
2. Spectrophotometer
3. Laboratory oven
4. Refrigerator
5. Laminar Air flow
6. Tissue culture lab
7. Microscopes

#### **3.4 Research Publications and Awards**

**3.4.1** Highlight the major research achievements of the staff and students in terms of

- \* Patents obtained and filed (process and product)

Nil

- \* Original research contributing to product improvement

NIL

- \* Research studies or surveys benefiting the community or improving the services

The Students of some departments like the department of Economics prepare survey formats and conduct survey for their projet work.

- \* Research inputs contributing to new initiatives and social development

Nil

- 3.4.2** Does the Institute publish or partner in publication of research journal(s)? If ‘yes’, indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?

Nil

- 3.4.3** Give details of publications by the faculty and students:

- \* Publication per faculty
- \* Number of papers published by faculty and students in peer reviewed journals (national / international)

### **Department of Botany**

- 1. Prita Pillai** and Alka chaturvedi (2012). Effect of fly ash on reproductive Biology of oil yielding plant *Brassica juncea var. pusa Bold*. **Global journal of Bioscience and Biotechnology**.
- Resmi, C.R., Sreejamol, P. & **Prita Pillai** (2014). Green synthesis of silver nanoparticles using *Azadirachta indica* leaves extract and evaluation of antibacterial activities. **International journal of advanced biological science**.

3. Sreejamol, P., Resmi, C.R. and **Prita Pillai** ( 2014). Biosynthesis of silver nanoparticles from unripe *Carica papaya* fruit and its antibacterial activity, **International journal of advanced biological science.**
4. Documentation of Monochlamydous plants of Kunnathukal panchayat, Thiruvananthapuram District, Kerala, India (Journal of Basic and Applied Biology)
5. An insight into the nutritional aspects of the underexploited leafy vegetable, *Aniseiamartinicensis* (Jacq.) Choisy(Journal of Basic and Applied Biology)
6. Antibacterial potency of the extract of a medicinal hydrophyte, *Vallisneriaspiralis* L.(Journal of Basic and Applied Biology)
7. Screening ethanolic extracts of *Ricciabillardieri* for antibacterial activity.(Journal of Basic and Applied Biology)
8. A Survey on the therapeutic significance of aquatic macrophytes of Thiruvananthapuram District, Kerala (Indian Journal of Botanical Research)

### Department of Zoology

1. Kumar SN, Mohandas C, **Siji JV**, Rajasekharan KN and Nambisan B (2012). Identification of antimicrobial compound, diketopiperazines, from a *Bacillus* sp. N strain associated with a rhabditid entomopathogenic nematode against major plant pathogenic fungi. **Journal of Applied Microbiology**. 113: 914-924. (Impact factor-2.4)
2. Kumar S.N, **Siji JV**, Nambisan B, Rajasekharan KN and Mohandas C (2012) Bioactive stilbenes from a *Bacillus* sp. N strain associated with a novel rhabditid entomopathogenic nematode. **Letters in Applied Microbiology**. 54: 410–417. (Impact factor-1.7)
3. Kumar S.N, **Siji JV**, Nambisan B and Mohandas C (2012). Activity and synergistic interactions of stilbenes and antibiotic combinations against bacteria *in vitro*. **World Journal of Microbiology and Biotechnology**. 28: 3143-3150. DOI 10.1007/s11274-012-1124-0. (Impact factor-1.6)
4. Kumar SN, **Siji JV**, Nambisan B and Mohandas C (2012) Synergistic antimicrobial activity between diketopiperazines against bacteria *in vitro*. **Applied**

- Biochemistry and Biotechnology.** 168: 2285-2296. DOI 10.1007/s12010-012-9937-8 (Impact factor-2)
5. **J.V. Siji**, C. A. Jayaprakas, M.S. Sheela and C. Mohandas (2010). Efficacy of *Cleome viscosa* against *Meloidogyne incognita* infestation in okra (*Abelmoschus esculentus* L.). *Thai Journal of Agricultural Science*. Vol.43 (3) 151-156.
  6. **Siji JV**, Kumar SN, Nambisan B and Mohandas C (2013) Optimization of media and temperature for enhanced antimicrobial production by bacteria associated with *Rhabditis* sp. *Iranian journal of microbiology*. 5(2) 136-141.
  7. I. Deepa, C. Mohandas, T. Makesh Kumar, **J.V. Siji**, B.S. Prakash Krishnan and Binoy Babu (2010). Identification of new entomopathogenic nematodes (EPNs) based on sequences of D2-D3 expansion fragments of the 28SrRNA. *Journal of Root Crops* Vol. 36 (2) 227-232.
  8. Kumar SN, **Siji JV**, Ramya R, Nambisan B and Mohandas C (2012) Improvement of antimicrobial activity of compounds produced by *Bacillus* sp. associated with a *Rhabditid* sp. (entomopathogenic nematode) by changing carbon and nitrogen sources in fermentation media. *Journal of Microbiology, Biotechnology and Food Sciences* 1: 1424-1438.
  9. Kumar SN, **Siji JV**, Nambisan B and Mohandas C (2012) Antifungal Activity of Stilbenes against *Candida albicans* by Time Kill Assay. *International Journal of Pharmaceutical Sciences and Research* 3: 1790-1794. (Impact factor-0.4)
  10. Kumar SN, **Siji JV**, Nambisan B and Mohandas C (2012) *In vitro* investigation of antifungal activity of stilbenes alone and in combination with amphotericin b against *Candida albicans*. *International Journal of Pharmacy and Pharmaceutical Sciences* 4: 474-477.
  11. C. Mohandas and **J.V. Siji** (2012). Nematode problems in sweet potato and their management. *Fruit Vegetable and Cereal science and Biotechnology*, 6 (Special issue 1):139-142.

\* Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

**Dept of Mathematics**

- 1) P.G.Sankaran and Maya T Nair : On a Finite Mixture of beta Distributions. Far East J. Theo. Stat. 14(1), 103-120.
- 2) P.G.Sankaran and Maya T Nair: On a Finite Mixture of Pareto Distributions. Calcutta Statistical Association Bulletin. 57, 67-83.
- 3) Maya T Nair and Abdul Saleem .E: Finite Mixture of Exponential model and its applications to Renewal and Reliability theory. Journal of Statistical Theory and Practice, Vol 4, No.3

**Dept of Economics**

	<p>Preethi K.N</p> <ol style="list-style-type: none"> <li>1. Chapter in Edited Book on ‘Contemporary Issues of Finance and Business Management,2013,Bharti Publications,ISBN 978-93-81212-39-4.</li> <li>2. Chapter in Edited Book on ‘Handbook of Business and Management’,2012,Bharti publications.ISBN 978-93-81212-28-8</li> <li>3. E-Publication-Handbook of Management and Behavioural Sciences, Chapter name-‘Trade Prospects of Medicinal Plants’,2012,ISBN 978-93-81505-37-3.</li> </ol> <ul style="list-style-type: none"> <li>•</li> <li>• Dr.Sheeba V.T           <ul style="list-style-type: none"> <li>• 1.“Water Worries - Bottling the Blue gold “ – Adhyayan Publication New Delhi – 2012 ISBN No – 978-81-8435-356-3</li> <li>• 2.Building Modern India [Ed] Women Empowerment;The Kerala Model – 2014 ISBN-978-81-8435-406-5</li> </ul> </li> <li>•</li> <li>• Dr.J.P.Sreeja           <ul style="list-style-type: none"> <li>• A Study of India’s Wholesale Price Index (WPI) and Consumer Price Index (CPI) for the financial year 2011-12- Inflation and its Impact on Economic Development – MJP Publishers, Chennai, New Delhi, ISBN 978-81-8094-213-6</li> </ul> </li> </ul>
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Hima .K	SELP Journal of Social Science	Trends in public expenditure on agriculture in India	2013
Dr. Sreeja J.P	LPC Bulletin on Research(National Journal)	Impact of Globalisation on Indian Agriculture	2011
	International Journal of Management	Globalisation and its impact on India's Petroleum exports	2012
	Intensity: International Journal of Applied Social Science Research	Varying Entrepreneurial Orientation levels and export performance in a Globalised Economy-A cross Comparison among first generation entrepreneurs and others	2012

### Dept of Commerce

- **Anil Kumar V V**
  1. Financial Awareness of customers of The district co operative Banks in Kerala A study
  1. Financial Service Inclusion or exclusion of District co operative Banks in Kerala – An application of Factor Analysis and MANOVA
- **Adv. Rajasenan T. S.**
  1. Secularism and Constitution of India
- **Sindhu V.**
  1. The ever increasing significance of supply chain management – commerce and management explorer
- **Pradeep. K. G.**
  1. Employees satisfaction in hospitality industry a case study of Indian Coffee House Thrissur.
  2. A study on the fund utilization pattern of SHG members with special reference to ESAF Mannuthy, Thrissur.

- 3. A study on labour welfare, health and safety measures in Khadhi and village industries.
- **Karthika K.**
  - 1. Prospective change in 52 year old direct tax laws:
  - 2. Decoding the concept of FOREX risk
- **Reshma Pillai S.**
  - 1. A study on factors influencing purchase of jewellery
  - 2. A Study on influence of FIIs on Indian Capital Market

### Dept. of English.

#### **A.R. Asok**

Cultural Displacement and Hegemonic Designs in The Romantics: A Novel.

#### **Sree Prasad R**

Beyond Teaching: Experiencing Language learning in Contemporary Multicultural Situation.

#### **Sunitha C.R.**

*On the Road and the Culture of Dissension*

#### **Jayakrishnan R**

Once in the Wilderness: An Anthology of Poems (ISBN: 978-0-9825876-2-1)

Blossoms of India: Poetry by the Women of India (Editor, ISBN: 978-0-9825876-4-5)

#### **Gopikrishnan P**

Subverting Dharma: A Discursive Analysis of Drona's Death in *The Mahabharata*

The Myth of Kuttichathan: Conflict and Resistance as a means of Self-Establishment

#### **Saranya K.V.**

Language in *Waiting for Godot*: A Self Annihilating Ritual Seeking Pleasure in Poetics:

A Comparative Study of the Doctrines of Rasa and Catharsis

Masking the Unconscious: A Study of Mahesh Dattani's *Final Solutions*

**Department of Chemistry****Dr. Vinayakan. R (Asst. Professor)**

1. J. Phys. Chem. C, 2007, 111, 10146.  
R. Vinayakan, T. Shanmugapriya, Pratheesh V. Nair, P. Ramamurthy and K. George Thomas
2. Biol. Trace. Elem. Res., 2010, 142(2), 213.  
M. Vibin, R. Vinayakan, Annie John, V. Raji, C. S. Rejiya and Annie Abraham.
3. J. Nanopart. Res. 2010, 13(6), 2587.  
M. Vibin, R. Vinayakan, A. John, V. Raji, C. S. Rejiya, N. S. Vinesh, A. Abraham
4. J. Fluoresc. 2011, 21(4), 1365.  
M. Vibin, R. Vinayakan, Annie John, V. Raji, C. S. Rejiya, Annie Abraham.
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T. Shanmugapriya, R. Vinayakan, K. George Thomas, P. Ramamurthy.
6. J. Colloid Interface Sci. 2011, 357, 366.  
M. Vibin, R. Vinayakan, Annie John, C.S. Rejiya, V. Raji, Annie Abraham
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Ajith T., Anju E. T., A. D. Rao, K. A. Varman, K. Ranjith, R. Vinayakan, P. C.,  
Ramamurthy, V. V. Ison.
8. Cancer Nanotechnology 2014, 5:1.  
M. Vibin, R. Vinayakan, Annie John, C.S. Rejiya, F. B. Fernandez, Annie Abraha

**Dr. Anoop Kumar S (Asst. Professor)**

1. Conduction mechanism in Polyaniline-flyash composite material for shielding against electromagnetic radiation in X-band & Ku band, Avanish Pratap Singh, Anoop Kumar S., Amita Chandra, and S. K. Dhawan, AIP ADVANCES 1, 022147 (2011)
2. Synthesis, charge transport studies, and microwave shielding behaviour of nanocomposites of polyaniline with Ti-doped  $\gamma$ -Fe<sub>2</sub>O<sub>3</sub> Anoop Kumar S, Avanish Pratap Singh, Parveen Saini, Fehmeeda Khatoon , S. K. Dhawan. (2012) 47:2461–2471
3. A New Smart Coating of Polyaniline- SiO<sub>2</sub> Composite for Protection of Mild Steel against Corrosion in Strong Acidic Medium Anoop Kumar S, Hema Bhandari, Chandrica Sharma, Fehmeeda Khatoon and S. K. Dhawan in Polymer International (PI-11-0822) 2012
4. Electrochemical & Chemical synthesis of hydrophobic Polyaniline-SiO<sub>2</sub>-perfluoro octanate nanocomposite coatings for corrosion protection of mild steel in saline atmosphere, Anoop Kumar S, Hema Bhandari, Fehmeeda Khatoon and S. K. Dhawan under review in Progress in organic coating .

**Dr. Maya T Nair**

- 1 P.G.Sankaran and Maya T Nair: On a Finite Mixture of beta Distributions. Far East J. Theo. Stat. 14(1), 103-120.
- 2 P.G.Sankaran and Maya T Nair: On a Finite Mixture of Pareto Distributions. Calcutta Statistical Association Bulletin. 57, 67-83.

- 3 Maya T Nair and Abdul Saleem .E: Finite Mixture of Exponential model and its applications to Renewal and Reliability theory. Journal of Statistical Theory and Practice, Vol 4, No.3

### **Presentation**

Participated in the International Conference on Research Methodology and Scientific Writing 2013 jointly organized by the School of Behavioural Sciences, MG University, Kottayam and Confederation of Epidemiological Associations and presented a poster on Statistical Modelling of Data on time to death of two groups of leukaemia patients

### **Experience as a Research guide**

- 1) Research Guide at Bharathiar University, Coimbatore.
- 2) Ph. D student Presented a Paper entitled Parametric and nonparametric estimation in failure time models in international conference on statistics, probability, operations research, computer science and allied areas, 4-8 January 2010 Dept. of Statistics, Andhra University, Visakhapatnam.
- 3) Number of M.Phil awarded: One
- 4) Number of M.Sc projects awarded : Seven

### **Membership in professional societies :**

Life Member, Indian Bayesian Society.

### **UGC- Sponsored orientation course**

- 1) Participated in the 72<sup>nd</sup> orientation course at UGC-Academic staff college, Bharathiar University, 30-10-2008 to 26-11-2008.

- 2) Participated in One Day Orientation Programme on “Development of Self-Instructional Materials for Distance Learners” organized by the School of Distance Education in association with the UGC-Academic Staff College on 31.03.2010 at Bharathiar University, Coimbatore.

UGC- Sponsored refresher course

Participated in the UGC Sponsored Refresher Course in Statistics and Research Methods conducted by the UGC-Academic Staff College, University of Kerala, Kariavattom from 25-02-2014 to 17-03-2014.

- \* Monographs - NIL
- \* Chapter in Books - NIL
- \* Books Edited - NIL
- \* Books with ISBN/ISSN numbers with details of publishers - NIL
- \* Citation Index
- \* SNIP
- \* SJR
- \* Impact factor
- \* h-index

**3.4.4** Provide details (if any) of

- \* research awards received by the faculty

Nil

- \* Recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally

Dr. R Vinayakan, dept of Chemistry received UGC C.V Raman Post doctoral research Fellowship 2014-15( in USA)

Dr. D Gangadattan, department of Commerce, received Best paper presenter Award for presenting his paper at the 13<sup>th</sup> International Conference on Emerging Trends Challenges and Opportunities in Global Business held at Goa, September, 28,29, 2013.

- \* incentives given to faculty for receiving state, national and international recognitions for research contributions.

The college management, council and research promotion council appreciate and give befitting rewards for remarkable contributions.

### **3.5 Consultancy**

- i. Give details of the systems and strategies for establishing institute-industry interface?

The college officially go for the communication for institute-industry interface when and where the students and staff need such support.

- ii. What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?

The college calendar and brochures make the available facilities and resource persons known to the outer world.

- iii. How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?

Whenever situations emerge like new tax computation or research funding facilities or UGC minor and major projects, the available experts in the college conduct classes for the same.

- 3.5.4** List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.

Dr. N. Unnikrishnan is the State Management Committee member of CAMPA, Compensatory Afforestation Fund Management and Planning Authority of Kerala Forestry and Wild Life Department. He is also the member of the District Technical Supporting Group of Kerala State Bio-Diversity Board, consultant of National Afforestation Plan (NAP), secretary of Kottayam Nature Society (Regd NGO), District Committee member of Society for Prevention of Cruelty against Animals, member of Board of UG Question Papers, University of Calicut and member of the Board of PG Question Papers, University of Kerala.

Dr. S.V Pradeep , department of Botany is the reviewer of the Science journal *Rheedea*, member of Indian Botanical Society and member of Indian Association for Angiosperm Taxonomy.

- i. What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?

Generally the consultancy services are being done on a voluntary basis and not on a remunerative basis as the college is situated in a rustic background.

### **3.6 Extension Activities and Institutional Social Responsibility (ISR)**

**3.6.1** How does the institution promote institution-neighbourhood- community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?

The College promotes college-neighborhood community, network through the activities of NSS, NCC, Women's Study Units and the various clubs.

A lot of extension activities are carried out by the college for the community outside and they definitely help the outer community as well as the students of the college. The construction of two houses for the poor, Bio-farming and kitchen-vegetable-gardens in the partner village, methods and awareness camps to fight against health hazards, activities at the govt.L.P. school, medical camps for the public, collaboration with a local library, workshops for kudumbashree women folk on apiculture, horticulture, bio-farming, mushroom cultivation, exhibition and cycle rally against drug abuse, annual blood donation with Janamaitri police, Mazhakkzhy nirmanan Yagmam, Eye-donation camp etc are some of the activities which benefited the outer community and which helped the students to realize the values of self sufficiency, bio-farming, hygienic ways, the need to be in touch with the community and their needs and thereby largely to contribute to the process of Nation Building.

**3.6.2** What is the Institutional mechanism to track students' involvement in various social movements / activities which promote citizenship roles?

The Department Activity Register records all the activities of the staff and students.

**3.6.3** How does the institution solicit stakeholder perception on the overall performance and quality of the institution?

The evaluations by the stakeholders and meetings of the PTA help to understand their perception.

**3.6.4** How does the institution plan and organize its extension and outreach programmes?

Providing the budgetary details for last four years, list the major extension and outreach programmes and their impact on the overall development of students.

The Research Promotion Council of the college plans and carries out such activities. The NSS Unit's extension activities are given elsewhere.

**3.6.5** How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/ International agencies?

The university has already provided certain special incentives to students who join in such activities as NCC, NSS etc. Apart from this the students get special leave and participatory certificate.

**3.6.6** Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society?

The NSS units of the college takes surveys almost regularly in its partner village and report them to the local bodies.

**3.6.7** Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills inculcated.

A lot of extension activities are carried out by the college for the community outside and they definitely help the outer community as well as the students of the college. The construction of two houses for the poor, Bio-farming and kitchen-vegetable-gardens in the partner village, methods and awareness camps to fight against health hazards, activities at the govt.L.P. school, medical camps for the public, collaboraton with a local library, workshops for kudumbashree women folk on apiculture, horticulture, bio-farming, mushroom cultivation etc are some of the activities which benefited the outer community and which helped the students to realize the values of self sufficiency, bio-farming, hygienic ways, the need to be in touch with the community and their needs and thereby largely to contribute to the process of Nation Building

**3.6.8** How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?

Every year the local Grama and Block panchayats carry out a lot of welfare acivities for the public and ask the college to take a leading role as the college is regularly in touch with the local bodies. In fact two of our faculty are members in the local bodies.

**3.6.9** Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.

The college seeks the help of other institutions or govt departments in its outreach and extension activities. To cite one, the local Agricultural department provided some saplings and seeds on a nominal price for the kitchen-garden project in the village.

**3.6.10** Give details of awards received by the institution for extension activities and/contributions to the social/community development during the last four years.

The college NSS units received two merit awards and one state and one university award for its activities especially in the partner village (VII ward of the gramma panchayat.)

### **3.7 Collaboration**

**3.7.1** How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives - collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.

The college being in a rural area such possibilities are rare.

**3.7.2** Provide details on the MoUs/collaborative arrangements (if any) with institutions of national importance/other universities/ industries/Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.

There are no collaborative arrangements for the college.

**3.7.3** Give details (if any) on the industry-institution-community interactions that have contributed to the establishment / creation/up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories / library/ new technology /placement services etc.

The local bodies contributed to the making of a water harvesting project in the college.

**3.7.4** Highlighting the names of eminent scientists/participants who contributed to the events, provide details of national and international conferences organized by the college during the last four years.

1. National Seminar on Recent Advances in Materials Science on March 4 and 5 2014.
  1. Dr. Surndran K.P., Scientist, NIIST, Thiruvananthapuram.
  2. Dr. Jorly Joseph, IIRBS, Mahatma Gandhi University.
  3. Dr. Reji Varghese, IISER, Thiruvananthapuram.
  4. Dr. Mahesh S, IIST, Thiruvananthapuram.
  5. Dr. Ison V Vanchipurackal, St. Thomas college, Palai.  
Dr. Sreelatha K.S., Govt. college, Kottayam.
  6. Dr. Anil Kumar S., NSS Hindu college, Changanacherry.
2. National Science Day Seminar on Fostering Scientific Temper. on 19, February, 2014.
  1. Sri Jessan T Das, Kottayam Nature Society.
  2. Prof. V.N. Ramachandran Pillai., NSS Hindu College, Changanacherry.
  3. Dr. N Unnikrishnan, SVR NSS College & Secretary, District Nature Club.

**3.7.5** How many of the linkages/collaborations have actually resulted in formal MoUs and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated -

- a) Curriculum development/enrichment
- b) Internship/ On-the-job training
- c) Summer placement
- d) Faculty exchange and professional development e) Research
- f) Consultancy g) Extension
- h) Publication
- i) Student Placement

- j) Twinning programmes
- k) Introduction of new courses
- l) Student exchange
- m) Any other

**3.7.6** Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/ collaborations.

**3.7.7** Nil.

Any other relevant information regarding Research, Consultancy and Extension which the college would like to include.

#### **IV. INFRASTRUCTURE AND LEARNING RESOURCES**

##### **PHYSICAL FACILITIES**

The College started with limited infrastructure facilities in 1965. It is endowed with adequate physical facilities to support teaching learning process. The college is committed to ensure overall development of the stakeholders.

The institution has well furnished, spacious and physical infrastructure as per the UGC, Government and University norms, in terms of Classrooms, Staff rooms, Library, Computer Lab, Language Lab, Science Lab, Counselling room, Physical education room, First Aid Room, Auditorium, Conference Hall, Store, Canteen, Toilets, Parking and Administrative Office and Principal's room. The development and maintenance of infrastructure and learning resources is funded by the UGC and the Management. The departments are equipped with facilities like Computer, LCD and OHP. All classrooms are spacious and well-ventilated. Each classroom has enough seating capacity. A Notice Board is placed outside each department to announce programmes and activities. Various laboratories have been established to help the students in their academic pursuits. The different laboratories are functioning under the supervision of a teacher in charge. The college has 73 computers including the computer lab. The college provides free internet access to all the students and faculty. Local Area Network in the college is connected to Library, Principal's room, Computer lab and Office. Broadband Internet Connection is available in Departments and the aforesaid places. It encourages students to use multimedia to construct and convey knowledge through web browsing, downloading, uploading and blogging. The master plan of the institution is attached as appendix

- 4.1.1** What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

### **POLICY FOR CREATION & ENHANCEMENT**

The College management is having a positive outlook for the development of infrastructure as it is an inevitable factor for the effective teaching and learning. The infrastructural enhancement is liberally funded on need base and on the availability of the funds. Every effort is made to procure funds from the UGC and other funding agencies for this purpose.

The following are the procedures:

1. The suggestions are invited from each Department and will discuss the matter in the College Council.
2. The Principal forward the decision of the Council to the management for final approval.
3. When it is sanctioned, effective implementation is carried out through the Planning Board.

- 4.1.2** Detail the facilities available for:

### **Facilities for Co Curricular Activities and Extra Curricular Activities**

The college lays utmost importance on co-curricular activities. In addition to college union which is statutory, the college has a number of clubs and associations, about which information is given in detail for the benefit of the students. Efficient faculty members supervise the activities of these clubs and associations. Each department organizes various programmes related to their abilities and skills.

The infrastructural facilities available for co-curricular and extracurricular activities are given below.

- Fully Furnished Auditorium/Multi Purpose Hall
- Computer Lab
- Language Lab
- Science Lab
- Library
- Outdoor and Indoor Game Facilities
- Display Boards
- LCD Projectors and OHP.

**Sports Facilities;** The college conducts the annual sports day every year with a variety of events. The students are categorized into 3 houses and competitions are held accordingly. Outstanding sports persons and individual champions in the men and women sections, and winners of various events were awarded trophies, certificates and prizes. They participate in inter collegiate competitions organized by the universities. Inter house competitions are conducted on sports day to prove the students' physical abilities and skills. The college team was led by the general captain & three house captains and all the students took part in the sports meet. Facilities for indoor games like Chess, Carroms, table tennis and badminton are available. Volleyball court, basketball court and cricket field are also available.

- a) Curricular and co-curricular activities – classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc.

**Class Rooms:** The institution has 33 spacious, well ventilated class rooms with black boards, podiums and adequate seating facility for learners. There are 14 staff rooms including HOD's rooms. Adequate IT facility including internet connection, printers and LCD projectors are provided to all departments.

**Technology enabled learning spaces:** The College has a Centralized Computer Lab with 17 computers with internet connection and 2 printers. Each department has a local Wifi router which offers wireless connectivity in the entire department. All class rooms are connected to the Principal's chamber with public address system. The institute has computers with the latest configuration and UPS power back up. We have two multi functioning photo copiers. All the departments have been provided with computers, laptops, LCD projectors, laser printer and Internet connectivity.

**Seminar hall:** There is 1 seminar hall is fitted with LCD projector, wide screen and sound system.

- A seminar hall
- ICT enabled PG class rooms
- Well equipped laboratories
- 73 desktops, 3 laptops, 1 OHP (Over Head Projectors), 5 LCD projectors, 6 Scanners
- Central Library with reading facility
- Internet facility in all departments
- Wi-Fi enabled departments
- Auditorium
- Botanical Garden
- Rain water harvesting system

- b) Extra –curricular activities – sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.

### **Sports**

- Play ground
- Fitness centre

### **Outdoor Games**

- Volleyball court
- Basketball court
- Cricket field

### **Indoor Games**

- Badminton court
- Chess
- Carroms
- Table Tennis

### **AUDITORIUM:**

**Auditorium:** The auditorium hosts all the important meetings in the campus. It is fitted with an excellent public address system. It can accommodate 1,200 people.

**Cultural activities:** Auditorium and seminar halls provide sufficient space for cultural activities. Governing body of cultural activities comprises of Staff advisor to College union, Arts Club advisors and Staff Editor of the college magazine.

**Public speaking:** Auditorium, Seminar halls and other Technology enabled spaces provide sufficient space for public speaking.

**Communication skills development:** The language laboratory maintained by the Department of English provides ample opportunities for communication skill development for students.

**Yoga:** Auditorium is used for practicing Yoga.

**Health and hygiene:** A first aid centre is functioning under the guidance of Department of Physical Education. For maintaining heat hand fitness of the students various sports and games facilities are available.

**NSS:** Two units of NSS - 200 students enrolled - a well-furnished office room is provided for the smooth functioning of NSS

**NCC:** Applied for NCC unit.

#### **Other facilities**

- Canteen facilities
- Common room for girls
- Recreation Centre
- Post box
- Drinking water facility
- Two wheeler parking

**4.1.3** How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years (Enclose the

Master Plan of the Institution/ campus and indicate the existing physical infrastructure and the future planned expansions if any).

The available infrastructure is in line with the academic growth of the institution and is optimally utilized. Some of the class rooms serve as lecture rooms as well as examination halls due to their large size and suitability. The departmental laboratories are utilized for routine practical works and practical examinations. Cultural events, seminars, workshops, and NSS activities are also held in the auditorium. Seminar halls are utilized for staff meetings, seminars as well as workshops.

- 4.1.6** What are the provisions made available to students and staff in terms of health care on the campus and off the campus?

#### **HEALTH AND HYGIENE FACILITIES**

The college takes special care of the physical and mental hygiene of students through yoga, guidance and counseling, mentoring and medical inspection. The private hospital is only 3 kms away from the college. The college has first aid and restroom facilities. A first aid cell functions in the physical education department and the students will be given a course on the basics of first aid. Blood donation camps are also arranged at regular intervals in the college with the support of NSS unit.

- 4.1.7** Give details of the Common Facilities available on the campus –spaces for special units like IQAC, Grievance Redressal unit, Women’s Cell, Counseling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.

The Department of the concerned conveners give facility for Grievance Redressal Cell, Women's Study Unit, Counselling and Career Guidance and Placement Cell in the different locations of the campus.

## **4.2 Library as a Learning Resource**

**4.2.1** Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?

A library advisory committee is functioning in the college and the members of the library committee are as follows:

Dr. P. S. Geethakumari, Principal

Dr. N. Unnikrishnan, HOD in Botany

Dr. G. Gangadhathan, HOD in Commerce

Smt. Preethi K. N., HOD in Economics

The staff of the library is specially equipped to serve the academic needs of students..The staff serves the students during examination days and holidays.

**4.2.2** Provide details of the following: Total area of the library (in Sq. Mts.)

Total seating capacity Working hours (on working days, on holidays, before examination days, during examination days, during vacation)Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing resources)

Total area of the library-

Total seating capacity **-60** Students

Working hours (on working days, on holidays, before

Examination days, during examination days, during vacation)

On working days 9.00 a m - 4.30 p m

On holidays 10.00 a m - 2 p m

Before examination days 9.00 a m - 4.30 p m

During examination days 9.00 a m - 4.30 p m

During vacation 9.00 a m – 4.30 p m

**4.2.3** How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.

At the beginning of every academic year, the librarian requests the College Council that comprises of the Heads of all Departments, to provide a list of reference requirement. The Heads of Departments convey the information to the faculty in their respective departments, and a list of books and other materials are drafted by each Departments and individual faculty, if need be. The library committee in particular and the staff in general can also suggest learning resources, both print and digital.

Item	2010-2011	2011-12	2012-13	2013-14
Text Books	118462	286550	151057	282295
Journals & Periodicals	17294	17789	24986	18185

4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?

- OPAC
- Electronic Resource Management package for e-journals
- Federated searching tools to search articles in multiple
- databases
- Library Website
- In-house/remote access to e-publications
- Library automation
- Total number of computers for public access
- Total numbers of printers for public access
- Internet band width/ speed  2mbps  10 mbps  1 gb (GB)
- Institutional Repository
- Content management system for e-learning
- Participation in Resource sharing networks/consortia (like Inflibnet)

**Library automation**

Total number of computers for public access : 5

Internet band with speed: 2 Mbps

4.2.5 Provide details on the following items:

- Average number of walk-ins
- Average number of books issued/returned
- Ratio of library books to students enrolled

- Average number of books added during last three years
- Average number of login to opac (OPAC)
- Average number of login to e-resources
- Average number of e-resources downloaded/printed
- Number of information literacy trainings organized
- Details of “weeding out” of books and other materials

Average number of walk-ins-200 Nos.

Average number of books issued/returned-100 Nos.

Ratio of library books to students enrolled-25:1

Average number of books added during last three years-3193

Average number of login to opac (OPAC)- Nil

Average number of login to e-resources- Nil

Average number of e-resources downloaded/printed- Nil

Number of information literacy trainings organized- Nil

**4.2.6** Give details of the specialized services provided by the library

- Manuscripts
- Reference
- Reprography
- ILL (Inter Library Loan Service)

- Information deployment and notification (Information
- Deployment and Notification)
- Download
- Printing
- Reading list/ Bibliography compilation
- In-house/remote access to e-resources
- User Orientation and awareness
- Assistance in searching Databases
- INFLIBNET/IUC facilities

Manuscript - Nil

Reference – Yes

Download - Yes

Printing-Yes

Reading list/ Bibliography compilation-Yes

**4.2.7** Enumerate on the support provided by the Library staff to the students and teachers of the college

Assistance for catalogue searching

Books are issued to all students and faculties of the institution and the period of retention of the books specified.

- When a teacher or a student, requires material on a specific area,
- The library staff helps her/him to locate it.

**4.2.8** What are the special facilities offered by the library to the Visually/physically challenged persons? Give details.

The library staff members assist such students in taking books from the higher shelves and upper floors.

- 4.2.9** Does the library get the feedback from its users? If yes, how is it analysed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analysed and used for further improvement of the library services?)

A feedback box is kept in the library and a complaint register is provided for registering the opinions of the users. The advisory committee meetings will discuss the suggestions and opinions made by the users, in detail, so as to take necessary measures. New books are purchased under the suggestions of faculty members. Journals on different disciplines are ordered, purchased and procured by respective departments itself.

### **4.3 IT INFRASTRUCTURE**

- 4.3.1.** Give details on the computing facility available (hardware and software) at the institution.

- Number of computers with Configuration (provide actual number with exact configuration of each available system)
- Computer-student ratio
- Stand alone facility
- LAN facility
- Licensed software
- Number of nodes/ computers with Internet facility
- Any other

The institution has advanced computer facility

- The details of the available hard ware are given below
- no of computers -73
- Computer student ratio 1 :13
- Lanfacility available in office
- Licensed software – yes

**4.3.2** Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?

All Departments have computers and internet facility. Free internet and computer access is available to the faculty during college working hours.

**4.3.3** What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

Computerization has a major role in enhancing the quality of teaching & facilitating the learning process. So emphasis has been given on expanding the computer facilities and at the same time provide access to internet also. The college intends to upgrade the PCs with latest configuration available in the market. More smart class rooms with modern educational facilities are to be established.

**4.3.4** Provide details on the provision made in the annual budget for procurement, up gradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last four years)

Periodical maintenance of computers with the help of experts in IT field is made and the required fund is obtained from the PTA.

**4.3.5** How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students?

All departments are provided with laptop / desktop computers and LCD projectors

Internet facility available in all departments

Printing, scanning and photo copying facility is provided for students and staff

Copier machines for providing teaching materials

Computer lab of the college is open to faculties and students for developing programming skills.

Students are encouraged to present their seminars and project presentations in power points.

- 4.3.6** Elaborate giving suitable examples on how the learning activities and Technologies deployed (access to on-line teaching - learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.

Use of technology has become very vital in imparting quality based education. The institution encourages the staff to undergo training on the computer-aided teaching and training. Teachers are ensured to make classroom teaching students centric and interactive using ICT facilities. Students are encouraged to take seminars using available computers and LCD facilities.

- 4.3.7** Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?

The college does not avail the connectivity through National Knowledge Network.

#### **4.4 Maintenance of Campus Facilities**

- 4.4.1** How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?

The institution has made adequate arrangements for the maintenance and upkeep of the college infrastructure using funds provided by the management and PTA.

- 4.4.2** What is the mechanism for maintenance and upkeep of the infrastructure, facilities and equipment of the college?

The requirements for the maintenance of the college is reported to the management by the Principal. As per the necessity the management sanctions the fund for maintenance.

- 4.4.3** How and with what frequency does the institute take up calibration and other precision measures for the equipment/instruments?

The maintenance and repair of the infrastructure is taken care by the college in a systematic manner. Day to day maintenance is carried out by the staff appointed for cleaning and maintenance of the building. The laboratory equipments are maintained through College Development Fund and annual grants received from the government. The computers and electronic devices are maintained and repaired through the funds available in the institution.

- 4.4.4** The major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)

Labs are equipped with voltage regulators for the protection of sensitive devices. The institution has generators. This is sufficient to meet the power requirements of the college in case of power failure. All computer labs have power-back facility.

## CRITERION V STUDENT SUPPORT AND PROGRESSION

### 5.1 STUDENT MENTORING AND SUPPORT

**5.1.1** Does the institution publish its updated prospectus/handbook annually? If ‘yes’, what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

- ☞ Yes. The Institute publishes a Prospectus every year comprising all the necessary information for the students about the Management, Courses and subjects available, Admission criteria, Campus facilities and other relevant information.
- ☞ Calendars, pamphlets, placement brochures are printed and circulated to the students.
- ☞ More detailed information is also available on the College website.

The Information of the calendar includes:

- Profile of the college
- Details of Courses offered
- Details of the teaching staff and non-teaching staff
- Rules and Regulations.
- Procedure for admission
- Fees structure
- Details of Administrative bodies
- Details of Co- curricular and extra-curricular bodies

This information helps a new comer to have a full-fledged knowledge about the college campus, its various departments, its mission and the various activities of

college and it opens the vistas of knowledge that he/she is exposed to once they are in our college.

**5.1.2** Specify the type, number and amount of institutional scholarships/free ships given to the students during the last four years and whether the financial aid was available and disbursed on time?

The Endowment s and scholarships awarded annually for the students:

Sl no	Endowments	Awardee (UG/PG)	No. of students availed	Amount disbursed
1	Nanikuttiyamma Endowment	UG II Language	1	1000
2	Perumbulikkal Narayana Mannar Memorial scholarship	PG	1	1000
3	Kanaka Jubilee Scholarship	UG	7	1000
4	D. Mahanan Nair Scholarship	UG Chemistry	1	500
5	Renju Memorial Endowment	UG Maths	1	1000
6	Mannam Neethi Scholaship	PG	1	1000

- ☞ The institution has instituted scholarship to the toppers of all disciplines in their End semester examinations
- ☞ Scholarships are provided to the needy students who are economically poor but have meritorious academic record.
- ☞ SC/ST, Minority and backward classes and physically disabled students are provided with partial scholarship by the Institute.
- ☞ Students who excel in sports activities with good academic record and who are economically weak are given scholarships.

- ☞ Institute would help SC/ST and other community students to get scholarship from government and other agencies and also help to secure loans to them from the banks.
- ☞ The number of students who receive scholarship varies from department to department. Maximum number is 20 and minimum one from each department including UG and PG. The varying types of scholarships/free ships received are KPCR, UGC, PTA funds, Endowments, Inspire, Alumni etc and the amount ranging from Rs. 1000 - 23000.

5.1.3 What percentage of students receives financial assistance from state government, central government and other national agencies?

The major scholarships received by the students in the previud five years are listed below.

Year: 2010-11

Sl no	Name of the scholarship	No. of beneficiaries	Amount
1	Central Sector scholarship	2	20000
2	Muslim Girl's scholarship (Paloli Committee Scholarship)	4	12000
3	Post Metric Scholarship	6	38850
4	Suvarna Jubilee Merit scholarship	5	50000

Year: 2011-12

Sl no	Name of the scholarship	No. of beneficiaries	Amount
1	Central Sector scholarship	4	40000
2	Muslim Girl's scholarship (Paloli Committee Scholarship)	9	27000

3	Post Metric Scholarship	8	51800
4	Suvarna Jubilee Merit scholarship	6	60000

Year: 2012-13

Sl no	Name of the scholarship	No. of beneficiaries	Amount
1	Central Sector scholarship	1	3000
2	Muslim Girl's scholarship (Paloli Committee Scholarship)	5	15000
3	Post Metric Scholarship	5	32375
4	Suvarna Jubilee Merit scholarship	2	20000
5	District Merit Scholarship	1	3000

Year: 2013-14

Sl no	Name of the scholarship	No. of beneficiaries	Amount
1	Central Sector scholarship	1	10000
2	C.H Muhammed Koya Scholarship	6	24000
3	Post Metric Scholarship	29	187775
4	Suvarna Jubilee Merit scholarship	7	70000
5	State Merit Scholarship	1	12000

Majority of the students of NSS College receive Financial assistance and the percentage is given below.

Name of the department	% of students receiving financial assistance
English	15
Economics	25
Commerce	25
Mathematics	15
Botany	15
Physics	15
Chemistry	15

**5.1.4** What are the specific support services/facilities available .

- SC/ST, OBC and economically weaker students are provided with partial scholarship by the Institute.
- Students with physical disabilities
- Physically disabled students are provided with partial scholarship by the Institute.
- Overseas students- NA
- Students to participate in various competitions/ National and International seminar
- Skill Development(Spoken English, Computer Literacy, etc.)
- Regarding the quality enhancement measures, it is pertinent to mention that the institution has adopted certain changes in the syllabus of M.G University for implementation. Quality enhancement has been made by introducing general syllabi like personality and skill development, communication skill development, soft skill development etc., towards quality enhancement measures.
- Extra classes are conducted for the benefit of the new entrants to acquaint with information related to English, Computer Science.
- Support for slow learners. We have identified following reasons for slow learners.
  - ❖ Lack of proper and systematic Motivation – A factor which can contribute positively or negatively.
  - ❖ A goal becomes related to the motivation – lack of clarity in the goal leads to de-motivation and in turn the student becomes a slow learner.
  - ❖ Tension – when a student continuously underperforms, tension arises. The learner seeks an appropriate line of action to reach his goal. The teacher

assists the student to identify his goal for an appropriate action to achieve the same.

- ❖ Inappropriate behaviors are dropped – through corrective action. The teacher identifies the process involved in teaching and continuously modifies the approach from one situation to another.
- ❖ The slow learning students are identified through class participation and internal assessment – test, quiz, assignment, project work and internal assessment.

**5.1.5.** Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.

- ☞ Entrepreneurs ability to take risks, foresee a profitable and sustainable business amidst uncertain conditions, and his willingness to take complete responsibility of the outcome of actions, the ability to lead the subordinates and workers and get the work done as per the organizational goal and other characters are injected in the students in order to make them best Entrepreneurs.
- ☞ Experts are invited to conduct training programs on development of entrepreneurial skills among students.
- ☞ The institution offers all the opportunities open for students to enhance their competence in the global market. Tie up programmes with training centres offers platform for the students to get accustomed with requirements and demands of the present job market. Career development cell of the college focuses on these aspects .The college takes initiative to send students to educational workshops and professional seminars

**5.1.6** Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co-curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.

## **CURRICULAR,CO-CURRICULAR & EXTRACURRICULAR ACTIVITIES**

### **National Service Scheme (NSS)**

The NSS is part of the Development of Youth Affairs and sports under the ministry of Human Resources Development, Government of India. It is a voluntary organization for students and the teachers. The NSS has been introduced in colleges and universities all over India in response to the Kothari Commission's recommendation that education should be oriented to the social needs by involving students in service to the community. The motto of NSS is ` **Not Me, But You**'. Two units are functioning in our college and all students are the members of National Service Scheme. In recent years the college has elevated to the ranks of having one of the best NSS unit under the MG University. “Anti-Narcotic Cell” which works under N.S.S.organises seminars and classes to impart awareness against social evils like AIDS, drugs, smoking etc.

### **Blood Donation Club**

An initiative of ‘RED RIBBON CLUB’ in our college, it has a wide membership comprising students and teachers. Those belonging to different blood groups are categorised and kept in reserve to meet emergency situations. Numerous instances can be quoted when our blood donors came to the rescue of the public in and around Vazhoor. Through Blood Donation Club, the college tries to inculcate the values of social service and help the students to practise the idea of selfless love.

**Career Guidance Cell**

The career club of our college helps students to prepare for suitable careers. The club conducts workshops and programmes on career orientation, higher study options, self-employment, entrepreneurship management etc. The club has a well-equipped career library with useful books and periodicals. Experienced resource persons are invited occasionally to provide career counselling to students.

**Science Forum**

The Science Forum was established to create awareness and interest among students in science subjects, It motivates students to conduct exhibitions in the various branches of science. The Science Forum conducts Quiz, Debates, Seminars and Talks on various topics in different disciplines of science, especially on the recent developments in the field of Science and Technology. It also brings in experts in the field to inspire and enlighten students.

**Quiz Club**

To develop the intellectual capacity of our students and create a healthy competitive spirit in them the quiz club organizes quiz sessions regularly. The activities of the club promotes the competitive skill and general awareness of the students and aims to suffice them with materials to meet the challenges of competitive examinations.

**Nature Club**

The nature club conducts a number of programmes to promote love of nature among the students and make them conscious of the various ways in which they can work effectively to preserve the eco- system. The programmes include Nature Camps, Environment education, wild life surveys, mountaineering etc.

**Debate Club**

The club has been very active ever since its inception. The club aims at developing the oratory and communicative skills of the students. The club conducts debates and discussions at intervals and resource persons are employed to give training in public speaking.

**Music Club**

It is an attempt to identify and encourage those who are blessed with a mellifluous voice and the gift of music. Through its activities the club has been able to generate a great deal of enthusiasm among the students especially among the lovers of music.

**Students' Counselling Cell**

The college runs a Students Counselling Cell to boost the morale of students. The cell tries to point out those students who are emotionally upset and encourages them to overcome the challenges and enrich themselves educationally.

**Women's Cell**

With over 70% of the students belonging to the female species the Women's Cell of the college is at work and urges the students to think that each woman has to shine out as a light unto herself and unto the world around her. To empower and equip her with confidence and strength of character, plans and programmes are chalked out and effectively implemented. The Women's Day is conducted annually and it is an occasion for the girls of the college to shed out their inhibitions and vie with one another to display their talents in extracurricular activities.

**Tourism Club**

As per the directions and encouragement of the District Tourism Promotion Council, a Tourism Club was set up in our college to create proper awareness about tourism among the

youth. Tourism club organizes quiz programmes, periodical seminars and discussions in the college on various topics related to tourism.

### **Entrepreneurship Development Club (EDC)**

Entrepreneurship Development Club is a novel programme jointly launched by the Industries, Directorate of Collegiate Education, Government of Kerala, in co-operation with Kerala Institute of Entrepreneurship Development (KIED) in affiliated colleges, to inculcate entrepreneurship culture, social values like integrity, hard work, discipline, honesty etc. among students. It also aims at creating entrepreneurship culture and equipping them with skills, techniques and confidence to take up business as a challenging opportunity in their life. EDC in our college was formed in March 2007 and it is successfully functioning under the co-ordination of National Service Scheme.

### **Film Club and Drama Club**

Cinema is a medium for social criticism and the dissemination of ideas. Drama or theatrical art, a relatively old form of expression has also proved itself to be an excellent vehicle for airing and stimulating thought provoking ideas. The Film and Dramatic club combines these two noble aspects to imbibe and inculcate aesthetic ideas and values among students.

### **Cultural Forum**

Cultural Forum is an organisation in this college to promote cultural and academic activities. It aims at creating opportunity for presenting cultural programmes, introducing different art forms to the teachers and students, creating a deep awareness of cultural traditions of this land, organising seminars on current affairs and conducting exhibitions on different subjects.

### **VanithaVedi**

Vanithavedi is an organisation aimed at the overall development of the women of this College and often works hand in hand with the women's cell and fills the academic schedule with remarkable programs to motivate the female students.

### **Planning Forum**

Planning Forum is functioning in the college to promote awareness among pupils about economic planning of the nation and conducts classes and workshops under the auspices of the Department of Commerce and the Department of Economics at the time of annual budget to provide the students a glimpse of our economic situations and its ups and downs, particularly in the context of possible careers in the private sector.

### **Staff Club**

In order to satisfy all the extracurricular ambitions of the staff, there is a staff club which brings all the teaching and office staff of the college under one umbrella and conducts cultural programs and tours to boost their morale and solidarity.

### **Literary Club**

Literary club fosters all the literary flair that is present in the campus, with the help of workshops, symposia, etc. The club works as a window to the wide world of literature.

**5.1.7** Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR- NET, UGC-NET, SLET, ATE / CAT/ GRE / TOFEL / GMAT / Central /State services, Defense, Civil Services, etc.

Most of the department and the college as a whole arrange special coaching programmes for students to come out successful in competitive programmes.

List of students who come out successful in competitive examination are

PROGRAM	ORGANISING COMMITTEE	NO OF STUDENTS APPEARED	NO OF QUALIFIED
UGC-CSIR-NET		30	06
UGC-CSIR-SET		150	70
CAT		Nil	
GMAT		Nil	
CENTRAL/ STATE SERVICES			40
DEFENCE			24
CIVIL SERVICE			Nil
OTHERS		30	06

**5.1.8** What type of counseling services are made available to the students (academic, personal, career, psycho-social etc.)

Counselling is given for the outgoing students in Career Development, pre-marital counseling, psycho-social counseling, mentoring system where students are monitored on a one to one basis and the institution also takes effort to give parental counseling and in making the students aware of the importance of physical education, to have a tension free mind while facing the exam and the other challenges of life.

**5.1.9** Does the institution have a structured mechanism for career guidance and placement of its students? If „yes“, detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programmes).

A career guidance cell has been formulated under the expertise of senior faculty to guide the students towards the better opportunities of the society. Regular career oriented programmes, awareness classes has been arranged to improve the competence level of the students. During the first week after the admission students are initiated to the college routine through induction programme and the college feels it essential to provide students with all relevant current information with particular reference to their course or unit.

During this endeavour the students are oriented to the wide range of services on offer and how to access these opportunities. The college encourages corporate and collaborative learning. Efforts are also taken to conduct mock interview and viva – voce to prepare the students in advance.

**5.1.10** Does the institution have a student grievance redressal cell? If yes, list (if any) the grievances reported and redressed during the last four years.

Yes ,the Institution has a student grievance and redressal cell along with a suggestion box .Genuine grievances relating to academic and non -academic nature are being discussed are redressed by the cell. Both academic and personal problems get due relevance and are closely monitored .The students also have opportunity to positively participate in the activities of the cell by using the suggestion box made available to them. Whatsoever the problem is [grievances regarding accommodation, financial services, health services, library and other central services. The cell tries to sort out the problems promptly and judiciously.

1. Computer room repaired as per the grievance of students in 2011
2. Canteen facility improved in 2010

3. Reprographic centre modified and purchased one more photocopier machine for the use of students 2012
4. Rejuvenated co-operative store in 2012

**5.1.11** What are the institutional provisions for resolving issues pertaining to sexual harassment?

Women Studies unit of the college is assigned these responsibilities but so far no such incidence has been reported as yet.

**5.1.12** Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?

The institution has an anti-ragging cell which monitors the student conduct throughout the academic premises. Even if any instance is suspected matters are taken seriously and disciplinary action would be taken. The freshers are made aware of this committee for any kind of support and security measure from the side of the institution.

**5.1.13** Enumerate the welfare schemes made available to students by the institution.

The mission of the college is to uplift the local rustic community educationally, socially, culturally and economically. The goals and objectives of the college are: to achieve academic excellence, to uphold moral and spiritual values, to inculcate a sense of social justice in students, and to make the students self-reliant and service minded. Upholding these goals, the college strives to impart the best education possible, utilizing all the available facilities to the optimum.

The welfare schemes of the college include academic, cultural, social and financial. At the academic level the schemes prevalent are tutor mentorship, remedial teaching slow

learners, interdisciplinary discourse for students to enhance their knowledge level in subjects other than their area of study, book bank facility, computer aided learning facility, placement and counselling, special training for personality development and global competence. Culturally the institution organises cultural events to rejuvenate the artist I students and the PTA offers funds for supporting the talented assets of this institution. College encourages and rewards the students who participate in the events at university and interuniversity level debates, sports etc. Financial aid is given to students for the economically weaker sections and academically brilliant students. Student support schemes like “VidyaNidhi” and other endowments, along with fee concession scheme like KPCR,UGC funds, Alumni association funds etc .The college also ensures reservation. Financial aid is also initiated for the homeless and destitute, others who require medical assistance for life extension

**5.1.14** Does the institution have a registered Alumni Association? If „yes“, what are its activities and major contributions for institutional, academic and infrastructure development?

Yes. The Alumni association plans to channelize and transform the goodwill of the Alumni into creative and meaningful co-existence. A new programme – “Second Home Coming” is currently running in the college in which the prominent Alumni of the department will get a chance to Re-visit the college and address the students. Similar programmes to share the academic resources and expertise of our Alumni are awaiting implementation. The association also provides cash prize to toppers in University PG and UG examinations.

## **5.2 Student Progression**

## 5.7 Progression to Higher Education or Employment

Student progression	Percentage
UG to PG	35 -45
PG to M.Phil	10
PG to Ph.D	5
Campus selection	10
Other recruitment	85-90

Students go for higher studies as compared to getting employed as we have more of UG courses here.

### 5.2.2 Programme Wise Pass Percentage and Completion Rate

The information collected from our students whose final years results are published in the previous year are recorded in the register. Those who have secured admission for higher studies outnumber those who go for employment. Some of our students have made use of the skills they have acquired during their stay in the campus through the add-on courses to get self- employed.

#### Programme wise Pass Percentage - U G

UG Programme	2010-11	2011-12	2012-13	2013-14
BSc Maths	76	81	83	88
BSc Physics	77	70	75	93
BSc Chemistry	91	89	87	92
BSc Botany	91	83	79	86
BCom	88	86	88	91
BA Economics	89	87	87	89
BA English	81	78	81	86

**Table 5.8 Programmewise Pass Percentage- P.G**

<b>PG Programmes</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
MSc Mathematics	<b>91</b>	<b>73</b>	<b>87</b>	<b>95</b>	
MSc Botany	<b>94</b>	<b>100</b>	<b>100</b>	<b>92</b>	
MCom	<b>77</b>	<b>70</b>	<b>75</b>	<b>93</b>	
MA Economics	<b>77</b>	<b>70</b>	<b>75</b>	<b>93</b>	
MA English	<b>Ist batch is yet to come out</b>				

**Table 5.9 Course Completion Percentage- U.G**

<b>UG Programme</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>	<b>2013-14</b>
BSc Maths	<b>100</b>	<b>100</b>	<b>95</b>	<b>62</b>
BSc Physics	<b>77</b>	<b>70</b>	<b>75</b>	<b>93</b>
BSc Chemistry	100	92	100	92
BSc Botany	100	93	100	100
BCom	100	63	88	100
BA Economics	96	87	94	93
BA English	94	100	77	95

**Table 5.10 Course Completion Percentage P.G**

<b>PG Programmes</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
MSc Mathematics	<b>91</b>	<b>73</b>	<b>87</b>	<b>95</b>	
MSc Botany	<b>94</b>	<b>100</b>	<b>100</b>	<b>92</b>	
MCom	<b>77</b>	<b>70</b>	<b>75</b>	<b>93</b>	
MA Economics	<b>77</b>	<b>70</b>	<b>75</b>	<b>93</b>	
MA English	<b>Ist batch yet to pass out</b>				

Review of performance in University examinations: The results are the indicators of academic performance. Down the years we have always showed an upward trend. There were always many ranks every year, and this is definitely one reason for the increase in applicants for each course, as years go by.

### 5.2.3 Facilitating student progression to higher level of education / employment

The College has a well-established and unique system of teaching practices which ensures student progression. As far as progression to higher studies is concerned the following methods are worth mentioning.

#### Student support Programmes 2007-2012(UGC funded)

##### Scheme Amount (Rs.)

1	Students- SC/ST/ Minorities	4,80,000.00
2	Remedial Coaching for SC/ST/OBC or Minorities	6,28,000.00
3	Coaching for Net SC/ST/OBC and Minorities	2,40,000.00
4	Coaching classes for entry in services for SC/ST/OBC and Minorities	75,580.00
5	Career and Counseling Cell	2,50,000.00
6	Improvement of facilities in existing premises- Common Room and toilet facilities	2,00,000.00
7	Colleges Located in Rural/ Remote areas	5,20,000.00
8	Colleges with relatively higher proportion of SC/ST and Minorities	4,80,000.00
9	Special Grant for Enhancement of intake capacity in Colleges	5,50,000.00
10	Establishment of UGC-network resource Centre(2nd time assistance)	1,14,000.00
11	Remedial Coaching at PG and UG for students belonging to Minority Communities	1,02,812.00

Discussion/ debates, interviews/ Personality grooming classes, visits to other institutions etc are regular features undertaken for ensuring student progression.

### **Regular teaching**

The totally dedicated and inspiring teaching faculty of our College make sure that the syllabus is covered completely well ahead of the end of the semester. Enough time is spent in revising the topics by conducting test papers and viva in the last week of the semester. These measures enable the students to strengthen their knowledge base in the subjects of their specialization.

**Promotion of academically outstanding students** In addition to this, the students who excel in studies are further encouraged to take part in quiz, debates etc. both in the College and also in intercollegiate or in the university level.

**Remedial teaching** is provided for slow learners. Teachers pay special attention to those who secure lower grades in university exams and provide them additional coaching for appearing in betterment exams.

**Personality development programmes** conducted through the course of the academic year equip students to perform well in interviews and group discussions for higher education as well as employment.

#### **5.2.4 Special Support to Students who are at Risk of Failure and Dropout**

- Special note of those students who are not regular in the class by the mentor. Attendance is marked every hour and details filed.
- Mentor visits the houses of such students, interact with the family members and provide financial support.

- The students who happen to discontinue due to marriage are encouraged to join the next session and continue the study
- Students who are weak and are at high risk of failure and dropout are given special coaching by each department.
- The institution is committed to bring down the dropout rate. Remedial teaching and the tutorial system is very effective for students.
- Improvement test papers are conducted during the course. Every teacher personally devotes her time for these students. Financial assistance is also provided to deserving students.

### 5.3 Student Participation and Activities

#### 5.3.1 Range of extracurricular activities

The Department of Physical Education takes every opportunity to encourage games and fitness activities to all students of the College. Facilities are provided to give training to those students who are interested in sports without counting their previous experience in sports. Students are also given opportunity to participate in local, intercollegiate and district tournaments. The College also organizes various intercollegiate and district level tournaments. A well equipped gymnasium is provided to improve the fitness level of the students

#### Details of Infrastructure facilities available

<b>1</b>	Total Area of the Campus	35 Acres
<b>2</b>	SPORTS- ITEM	TOTAL NO
	Shuttle Badminton Indoor/Outdoor Courts	2 (1+1)

	Handball Court	1
	Table Tennis table	2
	Track and Field 200 m	2
	MultiGym/Health Club	1

### Major student achievements in games and sports

The students admitted under sports Quota are allowed to participate in the inter-collegiate and inter university sports and games events. Condonation of attendance shortage is granted for these students. These students are also encouraged to attend special classes arranged for slow learners.

### ACHIEVEMENTS IN SPORTS & GAMES FOR THE YEAR 2007-2012

#### Name of student Achievement

Year	Inter-Collegiate	District	University

### 5.3.2 Major student achievements- co-curricular, extracurricular and cultural activities

#### Participation of students in Extra -Curricular Activities

Sl No	Name	Event	Year	Prizes
1	Lakshmi B (B.Com)	Kerala Nandanam in University Youth Festival	2012-13	Ist with A grade
2	Lakshmi B (B.Com)	Bharata Natyam in University Youth Festival	2012-13	A grade.
3	Unni Chandran (B,A	Best Zonal Shooter (NCC)	2012-13	1 <sup>st</sup>

	English)			
4	Unni Chandran (B,A English)	Republic Day Parade	2012-13	
5	Salvy Mathew	Malayalam Padya parayanam, MG University Youth festival	2011-12	A grade
6	Gokus S	Light Music, MG University Youth Festival	2012-13	A grade

The other important days are observed befittingly, communicating the relevant message to the student community. Student achievements in N.S.S: The volunteers are given all possible exposure by sending them for national camps, adventure camps, integration camps and such other gatherings which provide immense hands-on experience, the impact of which may not be directly tangible.

#### **Students` Achievements in NSS**

<b>Sl. no</b>	<b>Name</b>	<b>Year</b>	<b>Achievement</b>
1	Neethu P Thomas	2010	Best State NSS Volunteer Award
2	Neethu P Thomas	2010	Best University NSS Volunteer Award
3	Silpa Sudarsanan	2011	Best University NSS Volunteer Award
4	Silpa Sudarsanan	2010	Participated in the National Integration NSS camp at Imphal, Manipur.
5	Arjun Sekhar	2010	Participated in the National Integration NSS camp at Imphal, Manipur.
6	Reshma R	2010	Participated in the National Integration NSS camp at Imphal, Manipur.
7	Revathy S Nair	2011	Participated in the National Adventure NSS Camp at Manali.

### 5.3.3 Improving performance and quality of the institution based on data and feedback from graduate and employees

In order to enhance its quality and facilities, the institution seeks feedback from its old students both at PG and UG levels and their employers. The College collects feedbacks from student representatives and from the quality circle in each class at the end of each semester on matters relating to student welfare. The inputs obtained from them are further used to improve the overall performance. The retired members of faculty are ever with us giving feedback and suggestions for improvement at every turn.

### 5.3.4 Publication of Documents: Encouragement

The College encourages publication of the works of students through wall magazines, College magazine, Newsletter, poster presentations etc. The College magazines of the last four years attached in appendix present the activities of the students. Student Publications include Publications by NSS volunteers, the Postgraduate students of the Dept. of English; Manuscript Magazine by the Dept of Economics, and publication of books by individual students.

#### **Magazine Editorial Board**

The Editorial board consists of The Principal, Chief Editor, Associate Editors and the student editor. The board invites articles from students, evaluates and selects them and publishes them in the annual College magazine. Advertisements are also collected for the magazine. The Board ensures timely publishing of the magazine.

### 5.3.5 Student Council

The Institution has a College Union, the members who are elected by the student community in accordance with the existing rules and regulations. The College Union comprises of all students of the College. The objective of the Union is to train the students in the duties and rights of citizenship. It promotes opportunities for the development of their character, leadership abilities, efficiency and spirit of service through various cultural and recreational activities. The Union may have subordinate associations based on optional subjects of students. The election to the College Union executive is done through electoral College consisting of elected representatives from each class. The members of the electoral College elect students from among themselves to the post of the Chairperson, General Secretary, Arts club Secretary, Student Editor, Councillors to the Mahatma Gandhi University Union and the representatives of I, II, III Degree classes and I & II P.G. classes. The College Union is in force till the next Union is elected. The Union after its oath taking, under the able guidance of the Principal and Staff Adviser, plan, direct and design the activities of the Union. The Arts Club offers another important realm of activity to foster the capabilities of the students. In fact it is their prerogative to run the activities which directly benefit the whole student community. The Funds for the various activities are footed by the College. They also find sponsorships to organize activities.

### 5.3.6. Student Representatives on Various Academic and Administrative Bodies:

The institution believes in giving opportunities to students insupporting the authorities and faculty in running the affairs of the College. Students form the backbone of all clubs and associations functioning in theCollege. The details of academic and administrative bodies with studentrepresentation are given below: Student Council,

Research Committee, College Union, Arts Club, Library Committee, Magazine Committee, College Cooperative Society, and Discipline Committee, Anti- Ragging Cell, Ethics Cell, Association Secretaries, Hostel Council, etc. Every club and body in the College which works for the betterment of the student community has ample representation of students to ensure that their voice is heard and grievances redressed.

The Arts Club has an elected student secretary and a teacher in charge to assist them. The club is constituted to promote the cultural activities among the students. Talented students are given opportunities and efforts are made to develop the talents.

### **5.3.7** Networking and Collaboration with the Alumni and Former Faculty

The Alumnae Association of the College provides a forum for the old students to keep in touch with their alma-mater. The Alumnae meet once a year. (This was highly appreciated by the NAAC Peer Team when they visited the College.) Departmental Alumnae meet are organized every year as per the convenience of the faculty members and alumni. The former faculty members get together at the end of the academic year. This is a unique feature and something that is highly appreciated by the former members of faculty. Any occasion is an occasion of coming together. The support, suggestions and advice that they offer are of immense value to the day to day affairs of the administration of the College. The details of the retired faculty given in College website offer a chance of maintaining interpersonal relationships.

### **5.3.8.** Any Other Relevant Information

The college runs a number of committees and cells to ensure the welfare of the institution and its students. These wings try to ensure that the bearings of the

administration are smooth and are upto the expectations of the management and the society.

## **IQAC**

The educational institutions must have a long-term objective. Quality enhancement must be an integral part of institutional functioning. Multiple methodologies should be used at the same time for the Quality Assurance and Quality Enhancement. In this context NAAC has advised the college to constitute an Internal Quality Assurance Cell (IQAC) to sustain the momentum of quality consciousness among the stakeholders of the institution. IQAC is committed to Quality Sustenance and Quality Enhancement and it is a measure towards the institution's hope to make quality enhancement an integral part of the institutional functioning.

**Career oriented programmes (Add-on U G C Courses):** Add-on courses is a venture started in this College in 2011 along with the regular degree programmes. It is sponsored by the University Grants Commission and it aims to mould the students with the employable skills. These job oriented courses are designed to equip the students to face the emerging challenges in the job market.

## **Grievance Redressal Cell**

To effect the redressal of grievances of students, this cell functions on the campus. In case of problems faced by students, they can report the matter to the class teacher. At the second level the Principal and the Senior Staff members who constitute this cell, look in to the matter and offer solutions.

**SC/ST Monitoring Cell**

SC/ST Monitoring Cell effectively look into matters regarding admissions, distribution of stipend, welfare, grievances etc. among SC/ST students of the college.

**Attendance Committee**

Attendance committee collects attendance of students from departments, consolidates it and publishes it every month to ensure that students tightly follow the stipulations of the University and bag their credits.

**Library Committee**

Library Committee functions in the college to promote effective and interactive access and use of information resources for all users. The committee has clearly worded rules and guidelines with regard to hours of access, circulation policies and other regulations to offer better services to the users. The Library functions with the primary mission of meeting the information needs of the students. Library Committee is vested with the responsibility of recommending, selecting, and purchasing books for the library. The library committee makes recommendations regarding the improvement of library infrastructure and the efficiency of its functioning.

**Cell to Combat Sexual Harassment**

The cell functions as per the guidelines issued by the University, to protect female students from atrocities and to help them in hours of need. Any type of sexual harassment-physical, verbal or mental-shall come under the purview of the cell and the cell is entitled to combat sexual harassment and to initiate legal proceedings against the accused. The cell also

tries to inculcate moral values among students and conducts awareness classes regarding gender and social issues.

### **Research Cell**

Research Cell of the college works with a mission to develop and encourage research aptitude among the teachers and students. Information regarding project proposals are issued from the cell time to time and it also takes steps to arrange consultancy services regarding research and higher studies.

### **Ethics Committee**

In accordance with the Government order an Ethics Committee has been constituted in this college for banning use of mobile phones, obscene cinematic dance and fashion show in the college.

### **Website Committee**

NAAC has set two minimum institutional requirements for the re-accreditation of an institution; the constitution of a functional IQAC and the hosting of a website with institutional information. The website committee looks after the functioning of the college website and updates information on a regular basis to keep up the database in accordance with time.

## **CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 Institutional Vision and Leadership**

**6.1.1** State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?

The founder of NAIR SERVICE SOCIETY (NSS), the Great Padmabhooshan Bharatha Kesari Sri Mannath Padmanabhan was one of the greatest visionaries and seers who was instrumental for the educational renaissance and reformation in Kerala. The college caters to the National policies of our country through its inclusiveness in the academic programmes, contemporary relevance to all its educational programmes, value added education and its efforts to sustain quality and development.

#### **VISION**

The Vision of the college is to impart knowledge to gain wisdom to build up a better world. Make the students physically and mentally equipped, intellectually motivated and socially committed.

#### **MISSION**

The mission of the college is to provide value- oriented and technology based intellectual training, to enable the students to compete in the present-day global world. The college provides educational opportunities for the youth. The college aims at the vital development of the personality of the students by providing such education and training.

Thereby enabling them to think freely, preserve and encourage our dignified values and become good citizens of our country.

**Vision for future:**

- To continue the initiatives in cultural and social transformation of students and strengthen the quality enhancement activities.
- To promote the potential of both teaching and non teaching staff.
- To strengthen the research facilities.

**6.1.2** What is the role of top management, Principal and Faculty in design and implementation of its quality policy and plans?

N.S.S. has a traditional organizational culture. Effective leadership and participatory Management is one of the keynotes of this educational organization. The vision, mission and goals of the institution are filtered out of a half a century tradition of social service. All the academic and administrative planning and implementation of plans reflect the vision and mission of the college. An effective leadership of N.S.S is at the back of every performance of the college. The top management has a distinct policy to improve the academic environment and infrastructure of the institution. Each year the management designs a working plan and recommends it to the development committee to carryout the work.

The principal is both the academic and the administrative head of the institution and provides valuable guidance in planning, organizing and execution of all academic activities. He is responsible for admission of students, finance, conduct of various committee meetings, students' welfare, discipline and all regular activities of the

college. Efficient and effective administration is effected through various policy making bodies such as the Governing Body, the academic Council, the Finance Committee, the Examination Committee, Publication Committee, Anti-Ragging Committee, Cultural Committee, Discipline Committee, Placement and Career Counseling Cell and Grievance Redressal Cell. The committees are comprised of faculty members, who meet periodically and review the matters concerning their activities and decide upon new policy matters.

The principal and the faculty prepare a vision plan of the institution for each year. It will be submitted to the top management and they will select the needed developmental activity in a priority basis.

Faculty empowerment programme include self-appraisal, FDP, and performance Appraisal. The mechanism of feedback include students, PTA, Alumni, Resource mobilization and fund utilization, budgeting etc. are transparent. There is regular auditing from the Government and Management.

### **6.1.3. What is the involvement of the leadership in ensuring?**

Policy statement and action plan for fulfillment of the stated mission

- Formulation of action plan for all operations and incorporation of the same into the institutional strategic plan
- Interaction with stake holders
- Proper support for policy and planning through need analysis, research inputs and consultation with stake holders
- Reinforcing the culture of excellence
- Champion organizational change

The action plan always sticks to the vision and mission of the institution and the developmental policies always adhere to the vision of the college. All action plan of the college will be prepared by the management in consultation with the principal concerned and Principal is entrusted to supervise the work and report it to the top management.

The management takes the feedback of the society through their well organized system of decentralized level of organization like Karayogam, Thaluk union, Director board etc. these low level organization of the management give feedback from stake holders to the top management and they develop the action plan considering the feedback in good faith.

The management prepares action plans and policy for the effective transaction of the mission and vision. Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders are obtained. The management interacts with its various stakeholders on a regular basis. There is a very effective democratic and decentralized implementation system. The top level leaders and administrator see that healthy interaction with the stakeholders is at hand.

**6.1.4** What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?

The college council is the main body to decide upon policy matters within the college. It has twelve members and the Principal of the college is an Ex-officio member. The Committee meets at regular intervals to discuss the progress of the college. They evaluate the existing policies and give guidelines for improvements. It keeps

uniformity in all of its activities and decisions. It tries to keep quality and excellence in education. Almost all the policies are implemented through the head principal and head of the departments. Through staff meetings all the policies are discussed among the faculties. Every department conducts its departmental meeting to prepare the action plan for executing the quality education. The staff council meeting brings in the feedback on the effectiveness of these policies. Every faculty member is encouraged to express their ideas and suggestions for improving the system. Feedback from stakeholders acts a means for check the quality of these policies.

**6.1.5** Give details of the academic leadership provided to the faculty by the top management?

The central committee of NSS provides all sorts of academic flexibility to the institution. The management fostered a learner centered and academically vibrant communities of students. Complete academic freedom is given to the faculty members in the sense that they have to work within the frame work specified by the university. Necessary modifications in the internal policy plan and action plan are made by Principal.

Almost all the teachers of various departments hold many responsible posts in and outside the college. The teachers also take classes at our institutions as per demand and they attend International, National and Regional seminars and workshops. Some of the teachers in the college are Members of the Board of Studies. Every Department has got a DLMC convener who looks after all the activities under CBCSS. A Workshop on CBCSS was conducted in July, 2009 in which all the teachers of this College actively participated and gave their suggestions.

**6.1.6** How does the college groom leadership at various levels?

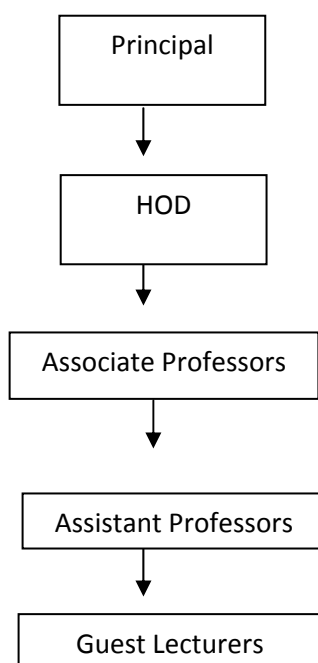
Members of all the Departments work as Faculty Advisors, Club Coordinators under CBCSS and also engage students in Extra-Curricular and Social activities. Work distribution to the members of the Dept. done in the Dept. meeting. Major and Minor Project Fellowships are done by various teachers. Faculty Members are encouraged to take Chairmanship of University Examinations and to deliver speeches and to organize seminars, workshops, etc. Teachers are encouraged in preparing scheme of valuation of different University Exams and serve as Members of Question setting body of other Universities. Research Guideship is also offered by various teachers.

The students at the micro level get chances to work in their groups and show developmental quality leadership. Further, they are provided with ample facilities to take part in extracurricular activities, and other co-curricular activities of the college. They are given enough opportunity to work in the community for social service and other charitable work. This also operates and subscribes to the leadership qualities of the students. The student community is additionally supported by various associations like Grievance Redressal cell and counseling cell, where the faculty in charge grooms the students' for better citizenship and leaders. At the macro level the leadership grooming for faculty members is done effectively through Faculty Development Programs. Staff meetings, open door policy for feedback and performance analysis also help the management in assigning additional tasks or roles to the teachers.

**6.1.7** How does the college delegate authority and provide operational autonomy to the departments/units of the institution and work towards decentralized governance system?

Faculty members try to attend Workshops conducted by UGC – Academic Staff College, and they also make it a point to organize Local Workshops in association with the College and other Departments.

Purchase of books, journals, etc by the Dept. is done by using the fund from the College level. HOD and the Dept. are given autonomous power to organize various Dept. activities. The Dept. has given freedom to conduct various co-curricular activities. The hierarchy in the college is as the following



Planning, decision making and purchase of lab equipments, chemicals and teaching aids using the fund allotted by the Dept. from UGC, PD and PTA with the monitoring of purchase committee of the college.

**6.1.8** Does the college promote a culture of participative management? If ‘yes’, indicate the levels of participative management.

YES, The College keeps a participatory system management.

The Principal delegate various committees incorporating members from teaching and non-teaching staff and they are in charge of their committee in implementing the duties bind on them by the principal and top level management. Some of the duties of the departments are deployed to the HODs by the Principal and duties will be discharged to the faculty in the departmental meeting.

## **6.2 Strategy Development and Deployment**

**6.2.1.** Does the Institution have a formally stated quality policy? How Is it developed, driven, deployed and reviewed?

Yes.

The quality policy is conveyed to the college council through the principal, the standards and measurements of which are designed and rationalized by the top management. The faculty in charge of different programmes will be entrusted by the college council to impel and improve quality education in the institution. A team constituted by the principal including elected council members, prominent teachers and HODs will review the outcome and the result will be conveyed to the top management every year. Feedback from stakeholders, educationalists, retired personnel is made use of in developing the quality policy of the institution.

**6.2.2** Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

Yes

The top management develops perspective plan of the institution for a period of every 5 years and the aspects considered include student's facility improvement, teacher's recruitment, repair and maintenance of buildings, building construction, ICT enabled facility improvement etc.

The following are the perspective plan for the future.

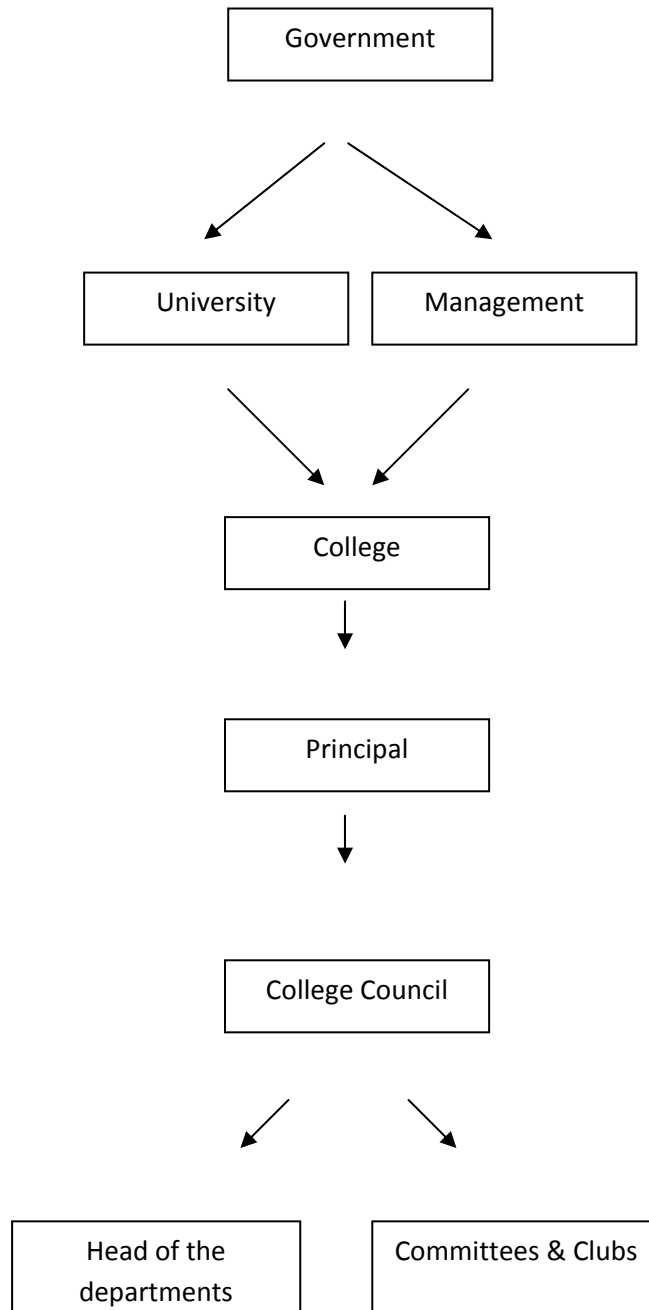
- ✚ To build a hostel for girls
- ✚ To incorporate more number of smart classrooms / language lab etc.,
- ✚ To start value added courses apart from the already existing certificate courses etc.

### 6.2.3 Describe the internal organizational structure and decision making processes.

This is an aided affiliated arts and science college owned by a corporate management - the Nair Service Society. The appointment, promotion and transfers of the employees are made by the Management. These however require approval by the University and Government. The finances are controlled by the Government and academic matters by the University. Fee is collected from the students as per the norms fixed by the Government and University and are remitted to Government or University as the case may be. The college is functioning in the framework setup by these three entities.

The Principal is the supreme authority in the college and is of course controlled by the rules set up by the Government and University and the directions given by the management. The college will have a statutory council which has the heads of departments, elected representatives of teachers and Administrative Assistant of the college as the members. The council is the statutory advisory body to the Principal which discuss and finalize the programmes and policies of the college and advises the nomination of members to various academic and co-curricular bodies within the college. The heads of departments also hold positions of responsibility in the administrative setup. Based on the programmes and policies decided in the college council, the heads of departments carry out the normal administration of the departments and only in extraordinary circumstances he seeks the intervention by the

Principal. All the financial powers rest with the Principal but he has to secure the permission of the management before major decisions.



**Table 6.1;-** List of the various academic and administrative bodies in the college, the functions assigned to them and their operational procedure

<b>Committee</b>	<b>Functions assigned</b>	<b>Decisions taken</b>
College council	Advise the Principal on all important matters including nominations to various committees and sets the programmes and policies	At least one meeting in every three months, additional meeting during Emergency Some important decisions 1 Admission policies and procedure 2 Academic auditing 3 Nomination of various committees and clubs 4 Internal Examinations and PTS
IQAC	Prepare the plans and budget. Prepare and submit reports to NAAC. Formulation and implementation of UGC schemes.	The committee has a convener and representatives from all sections of the college, the representative of the management and local bodies are also included in this committee. Fifteen meetings have been convened during the last academic year to discuss the details of re-accreditation.
Academic Committee	Academic planning and review	Prepared the academic calendar. Asked departments to prepare department plan and teachers to prepare teaching plan. Review meeting in each term.
Tutorial Committee	Organizes tutorial and PTS meetings	Nominate tutors for all classes. Conduct tutorial meeting and PTS meeting. Locate students who require personal counseling.
Examination Committee	Conduct the internal, model and terminal examinations	Conduct two terminal and one model and one internal examination in addition to monthly class tests.

Research Committee	Support research activities of the faculty, develop research attitude in staff and students	Encourage teachers to take up research projects. Conduct programmes for developing research attitude in students and faculty.
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Library Committee	Supervise the functioning of the library	Prepare the bound volumes of research journals. Purchase more research journals. Prepare the list of books to be purchased.
Purchase Committee	Organizes all purchases of the college that uses Government funds	Purchases are to be made through tenders if the amount is above Rs. 20,000. Purchases below Rs 20000 are to be made through quotations
Building committee	Plan and organize construction works	Construction and repair of class rooms, Repair and renovation of the entire college
Grievance Redressal Committee		Deal with the grievances referred to it
Discipline Committee	Liaison with the students for maintaining calm and peaceful atmosphere in the college	There should be no slogan shouting or strikes in the college.

Parent Teacher Association (PTA) and Alumni association are two bodies that play important role in the functioning of the college even though they do not appear in the organizational hierarchy. The PTA has important roles in maintaining the discipline, generating public opinion and to a good extent in the developmental activities of the

college. It is constituted by the members on the teaching staff and the parents of students studying in the college. The activities are controlled by an executive committee constituted by elected members of the teachers and parents. It generates its own fund from the contributions received from the parents and uses that for the welfare of the students and for strengthening the infrastructure or support facilities of the institution. Whenever regular appointments to teaching posts could not be made, guest lectures are appointed and their salary is being paid by the PTA. The PTA is also involved in the award of scholarships and financial helps to students.

**6.2.4** Give a broad description of the quality improvement strategies of the institution for each of the following

**(a) Teaching & Learning**

From the students feedbacks are collected at regular intervals. Lectures are done using LCD and other teaching aids like OHP, Poster, charts, models etc. Tutorial system and Peer teaching methods are also encouraged.

Along with the traditional teaching methods seminars, debates, group discussions, etc. were also conducted to ensure the involvement of maximum number of students in the teaching learning process. In order to make learning student-centric and also to encourage leadership qualities in students, seminars, debates, discussions are being conducted in the class on a regular basis. Whenever teachers are on leave, the other teachers who are present assign the students to engage the class. Such students are also trained to convince other students with the help of teaching aids like charts, maps, paper cuttings, etc. such initiatives can infuse confidence in them. The Departments ensure students effective learning experiences through the use of modern teaching aids

and tools like computers, audio-visuals, multi-media, ICT, CAL, internet and other information / materials. Computer facilities are provided to the students for learning informatics. The evaluation of teachers by the students is done through feedback questionnaires. In order to assess the opinion of the students about their teachers on academic and teacher-student relationship, teachers individually collect the feedback. The English Department makes use of all the latest technologies available for the enhancement of teaching – learning process. Films based on popular texts are screened regularly along with workshops, lecture series and discussions.

### **Research & Development**

Teachers from different departments applied for minor projects. One faculty from the Department of Chemistry has got UGC assisted Raman Fellowship for Post-Doctoral Fellowship. Two teachers have got Ph.D.

### **Community engagement**

The college adopts villages every year and through NSS students take care of the villages and improve their way of life and environment.

### **Human resource management**

The Principal is deploying faculty to engage various developmental activities of the college and also the matters related to university like online enrollment and registration of first semester students, their examination registration to the university, co-ordination of research activities in the college, consultancy and extension programmes.

**6.2.5** How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?

The college keeps a feedback system for gathering necessary information about the various functions of the college. Feedback are collected from

- 1) Students about faculty members
- 2) Academic committee evaluation
- 3) Principal's evaluation based on questionnaire
- 4) Parents's evaluation
- 5) Alumni evaluation of the college

The head of the institution itself is conveying this type of information to the top management and stake holders and thus ensuring proper information transport.

**6.2.6** How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?

The talent and potential of every staff member is recognized and honored by the management and creates a healthy working atmosphere. Management encourages research activities by the staff and granting leave for such activities. Management encourages staff for applying research projects from external funding agencies and permits staff to attend refresher and orientation courses and also to attend national and international seminars and workshops.

- 6.2.7** Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.

The decisions taken by the college council on covering portions as per the syllabi within the time, conducting internal examinations, valuing the answer scripts within the stipulated time, taking attendance strictly, preparing grade sheets accordingly etc. are strictly followed by all the departments. The Departments should organize PTS meetings at least two times in a semester and tutorial meetings at least once in a month. It also encourages teachers to attend Professional Development Courses.

- 6.2.8** Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes', what are the efforts made by the institution in obtaining autonomy?

No

- 6.2.9** How does the Institution ensure that grievances/complaints are promptly attended to and resolve defectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder relationship?

The college has grievance redressal cell which addresses the grievances of the students. Additionally feedbacks from students' representative meeting, parent teacher meeting etc., also act as a redressal system and remedial measures will be taken as per the recommendations of the college council.

- 6.2.10** During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issues and decisions of the courts on these?

NIL

**6.2.11** Does the Institution have a mechanism for analyzing student feed back on institutional performance? If ‘yes’, what was the outcome and response of the institution to such an effort?

Yes.

The college evaluates and analyses its performance in all of its activities. The academic results obtained in the college in the university examination acts as a scale to measure the academic performance. The feedback from the students and the performance appraisal of staff members provide a strong tool to analyze the quality of teaching-learning process, which in turn determines the institutional performance.

### **6.3 Faculty empowerment strategies**

**6.3.1.** What are the efforts made by institution to enhance professional development of its teaching and non-teaching staff?

The members of the Depts. attend National, Regional and State-Level Seminars and Workshops for developing their teaching skills. The faculty of all Depts. makes it a point to attend Orientation and Refresher Courses, Workshops, National, International and Regional Seminars (Paper Presentations). They also undertake UGC aided Minor and Major Research Projects.

- Granting leave for attending refresher and orientation courses
- Encourage teachers to avail FIP of UGC
- Encourage part time research
- Encourage faculty to undertake major and minor research projects

- Encourage faculty to avail PDF: **Dr.Vinayakan R.** Department of Chemistry has awarded C.V.Raman Fellowship for postdoctoral research.

**6.3.2** What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibilities they perform?

Faculty will be advised to attend training programmes of various skill developments. For this purpose, the teachers attend faculty development programme, workshop, orientation programme, refresher courses organized by higher institutions and UGC. Teachers are deputed to such programmes without affecting the normal teaching-learning process of the college. The non teaching staffs are also allowed to attend skill development programs. The newly joined teachers are undergoing induction training programs under **FLAIR**

**6.3.3.** Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

HOD will collect performance appraisal from each staff annually. It will be verified by the HOD and forwarded to the principal for recommending the sanction of annual increment by the management and also for promotion to the university. Regular feedback is taken from students also

**6.4.4** What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stake holders?

The management will review the performance appraisal report and communicate to the employee. Promotion will be based on this confidential report of performance appraisal. Employee with weak performances will be encouraged to perform better in the forthcoming year.

**6.3.5 . What are the welfare schemes available for teaching and non-teaching staff?**

All members of teaching and non-teaching staffs are protected by government's group insurance scheme. In addition to these an active college staff club will provide necessary helps to needy. A nominal amount of money will be collected from the all the teaching staff every month and is utilized for the benefit of institutional staff who are highly in need, at the time of emergencies and provide a helping hand to the family of deceased non-teaching staff and also to poor students with serious medical complaints

**6.3.6 What are the measures taken by the institution for attracting and retaining eminent faculty?**

Since this is Govt. aided institution, rules and regulations of the institution pertaining to the selection, transfer and retirement of employee is strictly stick on to Kerala State Education Rules, Kerala State Service Rules, UGC and M.G. University rules. Management has low flexibility in this regard. . Faculty is provided with conducive work atmosphere and encourages to contribute its best.

**6.4. Financial Management and resources mobilization**

**6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?**

The institution is following a sound and transparent mechanism to monitor the utilization of available financial resources. The college constituted various committees to plan, utilize and monitor the available fund which include College council, planning committee, UGC committee, Purchase committee, PTA committee etc. These committees are appointed by the principal as per the decision of college council.

- 6.4.2** What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide details on compliance.

The institution is following the statutory and conventional mechanism to audit the accounts. Internal audit is done by the management and the external audit is conducted by the officials from Deputy Director of collegiate Education at one level and officials from Accountant General at another level.

- 6.4.3** What are the major sources of institutional funding and how the is the deficit managed?. Provide audited income and expenditure statement of academic and administrative activities of previous 4 years and the reserve fund/corpus available with institution, if any.

The major sources of institutional receipts are UGC fund like UG and PG assistance, General assistance from UGC, Assistance from Management, Government fund like PD fund and funding by PTA. Deficit will be managed with the assistance from management.

- 6.4.4.** Give details on the efforts made by the institution in securing additional funding and utilization of the same ( if any).

Additional fund is obtained by the faculties for research projects from UGC and other funding agencies. Department of Botany and Chemistry utilized funding from Kerala State Council for Science, Technology and Environment (KSCSTE).

## **VII Innovations and Best Practices.**

Since its inception in 1965, the college had been instrumental in inculcating spiritual and material values into its students. It has been the agenda of the institution that the students must be educated with an awareness of their social and moral obligation towards society. To meet these ends, the annual curriculum of the college is interlaid with creative practices and other extension programs to bridge the course syllabus with the proposed vision of the college.

### **2014-15**

- As part of the relentless mission to pass the 'green message' to our students who represent the various facets of the society, the college organized a campaign to plant the seedlings of Indian Gooseberry (*Phyllanthusemblica*) throughout the campus. Under the auspices of nature club and in association with the National Service Scheme and the Nature Club, an afternoon had been dedicated for the purpose. Students from all the departments participated actively to plant approximately 100 Plants throughout the campus and on its near premises.
- In order to expose our students to the world of books, the college in association with DC Books, a leading publisher and distributor in Kerala, conducted a book fair on the college auditorium, paving the way for students to go through a wide range of books on almost all disciplines of knowledge and making an opportunity to buy them at prices discounted affordably within their reach.

- With a sense of commitment towards nature and environment, the college stipulated the construction of a butterfly park, by implanting varieties of Oleander (*Nerium Oleander*) and other plants which are habitually nested by different species of butterflies.
- In the same period, as extension of the same propaganda, the college constituted an eco-system point with climbers and bamboo surrounding it like the traditional “Kavu” in Kerala, capable of enriching the air and provide a cool pleasance to its surroundings. The garden is equipped with a pool of water, which not only enhances the aesthetics of its build up, but also makes the campus attractive and eco-friendly.
- In order to meet the increasing demands of education, all the departments in the college offers various certificate as well as bridge courses, which not only aims to propagate interdisciplinary research and education, but also inspires the students to dream and venture into the ever widening aspects of higher education.

The various courses offered during the period 2014-15 are given as follows.

Department-wise details of the courses:

Sl. No.	Name of the Dept., conducting the course	Category and name of the proposed course	Duration of the course. (No of hours)	Time and day of teaching	Details of teachers. (Internal/external tutors)	Place of teaching	Number and category of students to be admitted
1	Indian Languages	Certificate course: <b>Basics of Yoga.</b>	10 hours	Working days: 8.30 to 9.30 a.m	External tutor. (Smt. Sreeja)	Auditorium	60. Open to girls only.

2	English	Certificate course: <b>Essentials of Spoken English.</b>	15 hours	Working days: 9-.30.	Internal tutors	Class room	30. Only for 1 <sup>st</sup> sem SC/ST boys and girls.
3	“	Enrichment programme: <b>NET coaching in English.</b>	30 hours	Working days: 9-9.30.	Internal tutors	Class room	30. PG students of English.
4	Economics	Certificate course: <b>Fabric Painting.</b>	10 hours.	Tuesdays. 9-9.40 a.m.	External tutor.	Class room	50. Open to boys and girls.
5	“	Value Added course: <b>Ornament Making.</b>	10 hours	Tuesday & Wednesday. 1-1.30 pm	Internal tutors	Class room	60. Open to girls in Economics Dept only
6	“	Enrichment Programme: <b>NET Coaching in Economics.</b>	30 hours	Monday & Friday. 9-9.45 am.	Internal tutors	Class room	30.PG students of Economics.
7	Physics	Certificate course: <b>Basic Electrician Course.</b>	15 hours.	Working days. 9-9.40	Internal tutors.	Lab/Class room	25. Open to BA, BCom girls only
8	Chemistry	Certificate course: <b>Fundamentals of Food Science.</b>	15 hours	Working days. 9-9.30	Internal tutors	Lab/class room	30. Open to all.

9	“	Certificate course: <b>Computational Chemistry.</b>	15 hours	Working days. 9-9.30	Internal tutors	Dept/Comp Lab	30. Only to 1 <sup>st</sup> year Chemistry students.
10	Botany & Zoology	Certificate Course: <b>Organic Farming</b>	20 hours	Working day 1-1.30 & Saturdays	Internal tutors	Lab/class room	20 10 boys & 10 girls – open to all
11	Commerce	Certificate course: <b>Tally</b>	20 hours	Working days: 9-9.30am & 3.30-4 pm	External	Computer lab	50: Boys & girls. Open to all
12	Physical Education	Certificate course: <b>Basic First Aid</b>	10 hours	Working days:9-9.30	Internal	Class room	50 boys & girls. Open to all.
13	Mathematics	Certificate course in Computer Application	50 hours	Working days: 8.30-9.30 & 3.30-4 pm & Saturdays.	External tutor	Computer lab	100 boys & girls: open to all
14	“	Bridge course: <b>Remedial in BSc Mathematics</b>	16 hours	1-1.20 on 3 working days a week	Internal	Class room	30 boys & girls. Open to all
15	“	Enrichment course: <b>NET Coaching in Mathematic</b>	30 hours	Working days: 9-9.40	Internal	Class room	30 PG Maths students .

		<b>al Sciences</b>					
16	“	Enrichment Programme: <b>PSC Coaching in Numerical Ability &amp; Reasoning</b>	20 hours	Working days: 9-9.40	Internal	Class room	50 boys & girls. Open to all
17	“	Value-Added course: <b>Elementary Home Making</b>	15 hours	Working days: 9-9.40	Internal	Class room	60 girl students of BSc Maths
18	statistics	Certificate course: <b>Actuarial Statistics</b>	30 hours	Working days: 9-9.30 & 3.30-4 & Saturdays	External & Internal	Class room	30 girls of BSc Maths only
19	“	Certificate course: <b>Bio-Statistics</b>	30 hours	Working days: 9-9.30 & Saturdays	External & Internal	Class room	30 boys & girls of Bsc Maths & Botany
20	Statistics	Certificate course: Statistical Package for Social Sciences	30 hours	Saturdays	External & Internal	Computer Lab	100 boys & girls of PG departments of Maths, Commerce

		(SPSS)					& Economics
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### 2013-14

- One of the achievements that can be highlighted as a best practice during the academic year 2013-14 was the formation of Talent Pool. The idea behind the Talent Pool was to bring together all the students within the campus who has got some special skill in any form of creative activity like literary and performing arts, martial arts, yoga, painting, ornament making etc. Bringing such students with special skills under one umbrella, we turned them into resource persons for the benefit of other students, where the students in the Talent Pool can teach other students an element of what they know. The college earmarked a selected number of hours for the activity of the Talent Pool and the success ensued during its completion has inspired the institution to carry forward the program to the next academic year.
- Another remarkable achievement during the year was the institution of a vermi compost in the campus. As part of the relentless effort to be eco-friendly and to enhance an awareness of the needs to safe guard our environment from soil pollution resulting from the use of harmful fertilizers and insecticides, the college utilized a part of the fund from the PTA to constructa Vermi compost, which seconds the efforts of the college to promote Bio-Farming. During the academic year 2013-14, the college made use of its land within the campus to cultivate a wide variety of plantain, papaya, bitter gourd, ivy gourd and other vegetables.

### 2012-13

- During the year 2012-13, the college laboured to establish itself as a Plastic Free Campus, with enormous backing from the part of National Service Scheme and the Nature Club. Awareness classes were conducted for students on the negative effects of plastic and the need to protect our environment from the challenges of plastic and other non-biodegradable waste. A session in addition was dedicated to teach students how to make paper-bags, so that they can substitute the use of plastic bags with home-made paper bags.
- In the same year, the college made an attempt at green auditing to classify and name the important varieties of trees and shrubs in the campus. It had been the interest of National Service Scheme and the Nature Club to include rare species of herbs and shrubs in the campus, an attempt not only to introduce our science students to some of the interesting specimens in the plant kingdom, but also to preserve those plants from the threat we face in the form of global warming and deforestation.

## **2011-12**

- Prioritizing the ecological concerns, the college made an attempt at rain water harvesting. Using the fund provided by the honourable MLA, Dr. N Jayaraj, who was a former faculty of the college, we constructed a rain water reservoir, with a capacity of 1 lakh liters during the academic year 2012-13

### **EVALUATIVEREPORTOFTHE PG DEPARTMENT OF ENGLISH**

1. Name of the department: P.G. Department of English.
2. Year of Establishment: 1998.

Under Graduation: 1998

Post Graduation : 2013

3. Names of Programmes/Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)

1. B.A. English, Vocational (Model II) Teaching.

2. M.A. English Language & Literature.

4. Names of Interdisciplinary courses and the departments/units involved

Open course: English for Career. Under Graduate students from B.A. Economics, B.Sc Botany, B.Com, B.Sc Chemistry and Physics etc study in the open course.

5. Annual/semester/choice based credit system(programme wise)

B.A. English: Choice Based Credit Semester System.

M.A. English Credit & Semester System

6. Participation of the department in the courses offered by other departments

Under Graduate students of the department take up the open courses of other departments. The open courses are listed below.

Sl No	Open Course	Offering Department
1	Eco Tourism	Botany
2	Food Science	Chemistry
3	Foundations of Environmental Economics	Economics
5	Applicable Mathematics	Mathematics
6	Fundamentals of Accounting	Commerce

7	Physical Health and Life Skills Education	Physical Education
8	Energy and Environmental Studies	Physics

7. Courses in collaboration with other universities, industries, foreign institutions, etc.

Nil.

8. Details of courses/ programmes discontinued (if any) with reasons

Nil.

9. Number of Teaching posts

	Sanctioned	Filled
Professors	0	0
Associate Professors	2	2
Asst. Professors	5	5

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./ D.Litt./ Ph.D./ M.Phil. etc.,)

Sl no	Name	Qualification	Designation	Specialization	No.of Years of Experience	No.of Ph.D. Students
1.	Dr. J Prameela	M.A., Ph.D	Associate Prof	Lang & Lit	30	08
2	Asok A.R	M.A, MPhil	Associate Prof	American Literature	19	
3	Sreeprasad R	M.A., MPhil, M.EdNET	Assistant Prof		04	
4	Sunitha C.R	M.A. B.Ed, NET	Assistant Prof		04	
5	Jayakrishnan R	M.A., NET, JRF	Assistant Prof		02	

6	Gopikrishnan P	M.A. Bed, NET	Assistant Prof		02	
7	Saranya K.V.	M.A. NET	Assistant Prof		01	

## 11. List of senior visiting faculty

Nil.

## 12. Percentage of lectures delivered and practical classes handled(programme wise)

by temporary faculty:

30%

## 13. Student-Teacher Ratio (programme wise)

UG: 47:1

PG: 3:1

## 14. Number of academic support staff(technical) and administrative staff; sanctioned and filled.

N.A.

## 15. Qualifications of teaching faculty with DSc/D.Litt/Ph.D/MPhil/PG.

DSc/D.Litt: Nil.

Ph.D: 01

M.Phil: 02

PG: 08

16. Number of faculty with on going projects from a) National b) International funding agencies and grants received

Nil.

17. Departmental projects funded by DST-FIST;UGC, DBT, ICSSR,etc. and total grants received

Nil.

18. Research Centre/facility recognized by the University

Nil. But Dept. Head Dr. J Prameela Devi is a Research Guide under M G University and has the PG and Research Department of English, CMS College as the Centre.

19. Publications:

\* a) Publication per faculty

Dr. J. Prameela Devi

Nil

A.R. Asok

Cultural Displacement and Hegemonic Designs in The Romantics: A Novel.

Sree Prasad R

Beyond Teaching: Experiencing Language learning in Contemporary Multicultural Situation.

Sunitha C.R.

*On the Road and the Culture of Dissension*

Jaykrishnan R

Once in the Wilderness: An Anthology of Poems (ISBN: 978-0-9825876-2-1)

Blossoms of India: Poetry by the Women of India (Editor, ISBN: 978-0-9825876-4-5)

Gopikrishnan P

Subverting Dharma: A Discursive Analysis of Drona's Death in *The Mahabharata*

The Myth of Kuttichathan: Conflict and Resistance as a means of Self-Establishment

Saranya K.V.

Language in *Waiting for Godot*: A Self Annihilating Ritual

Seeking Pleasure in Poetics: A Comparative Study of the Doctrines of Rasa and Catharsis

Masking the Unconscious: A Study of Mahesh Dattani's *Final Solutions*

\* Number of papers published in peer reviewed journals (national/international) by faculty and students

Number of publications listed in International Database(For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

\* Monographs

\* Chapter in Books

\* Books Edited

\* Books with ISBN/ISSN numbers with details of publishers

\* Citation Index

- \* SNIP
- \* SJR
- \* Impactfactor
- \* h-index

20. Areas of consult an cyan din come generated

The faculty is often consulted by the local bodies, publishing firms etc but it is given as voluntary service.

21. Facultyasmembersin

- a) National committees      b)International Committeesc) Editorial Boards....

Dr, J Prameela Devi: Member, Kerala State Women's Commission.

Jayakrishnan R: Editor, Tangled Web Press (Publisher: Kansas, U.S.A)

22. Student projects

- a) Percentage of students who haved one in-house projects including interdepartmental/programme

100%

- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ otheragencies

Nil.

23. Awards/Recognitions received by faculty and students

Dr. J Prameela Devi: 1. Muthukulam Parvathy Amma Sahitya Award, in 2009.

2. Women Achiever of the Year Award, Kottayam District

3. Excellence Award, Idukki Dist.

A.R. Asok: Mahatma Gandhi University Merit Award for NSS Programme Officers in 2012.

## 24. List of eminent academician's and scientists/visitors to the department

1. . Dr. S Sujatha,(former syndicate member) HOD, PG Dept of English, NSS Hindu College, Changanacherry.
2. DrElizabeth Samson, HOD, PG Dept of English,CMS college, Kottayam.
3. Dr. Gigy Joseph, HOD, PG Dept of English, S.B. College, Chqnganacherry.
4. Dr. George , Asso. Prof. Dept of English, S.D. College, Kanjirappally.
5. Dr. Lakshmi. Asso. Prof. PG Dept, of English, NSS Hindu College, Changanacherry
6. Sri. Prasannan Anickad, Chairman, Kerala Cartoon Academy.

## 25. Seminars/Conferences/Workshops organized &amp; the source of funding

a) National    b)International:

1. Workshop : Cartoon Scape Prasannan Anickad.Chairman, Kerala Cartoon Academy.
2. Seminar: “Madhyama Vicharam”Vechoochira Madhu.Chief Editor, Mathrubhumi, Kottayam.

## 26. Student profile programme /course wise:

Sl no	Nameofthe Course/	year	Application s received	Selected	Enrolled	Pass

	<b>programme</b> (refer question no.				<b>*M</b>	<b>*F</b>	<b>percentage</b>
1.	B.A. English	2010-11	48	18	03	15	81%
		2011-12	CAP	23	0	23	78%
		2012-13	CAP	28	04	24	81%
		2013-14	CAP	28	08	15	86%
2	M.A. English	Ist batch	Not passed	Out			

\*M=Male \*F=Female

#### 27. Diversity of Students

<b>Nameofthe Course</b>	<b>%of students fromthe samestate</b>	<b>%ofstudents fromother States</b>	<b>%of students from abroad</b>
B.A. English (all batches)	100%	Nil	Nil
M.A English (all)	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

NET: 1

SLET: Nil

GATE: NA

Civil Services: Nil.

Defence services: 3

29. Student progression

<b>Student progression</b>	<b>Against % enrolled</b>
UGtoPG	42%
PGtoM.Phil.	Nil
PGtoPh.D.	Nil
Ph.D.toPost-Doctoral	Nil
<b>Employed</b>	60%
• Campusselection	10%
Entrepreneurship/Self-employment	30%

30. Detailsof Infrastructuralfacilities

a) Library: Department Book Bank.

b) InternetfacilitiesforStaff&Students: Both in the department and Language lab.

c) Class rooms with ICT facility: One

d)Laboratories: Only Lanuage Lab.

31. Number of students receiving financial assistance from college, university, Government or other agencies

32. Details on student enrichment programmes (special lectures/workshops/seminar) with external experts

33. Teaching methods adopted to improve student learning:

\* Power-point presentation

\* Peer Teaching

\*Visual media

\*Remedial teaching

\* Seminars

34. Participation in Institutional Social Responsibility (ISR)and Extension activities

Dr. J Prameeal Devi: Member, Kerala State Women's Commission

Asok A.R.: Co-Ordinator, IQAC 2<sup>nd</sup> Cycle.

NSS Programme Officer (2008-2011)

SreePrasad R NSS Programme Officer (2013-14)

Gopikrishnan P Member, University Exam Vigilence Squad

35. SWOC analysis of the department and Future plans.

**Strength:**

✚ The Department is highly benefited as a multifaceted genius, Dr. J Prameela Devi, Hon. Member, Kerala State Women's Commission, a renowned Malayalam poet, remarkable orator, film-actor and scholarly research guide acts as the Head of the Department of English.

✚ Five permanent teachers were appointed to the faculty paving way to less dependency on the guest faculty and added interest in the academic scenario.

✚ All the new recruitments are committed to the academic discipline and are highly talented with a lot of publications and book chapters or books to their credit.

✚ Commencement of M.A English Language and Literature in the department gives an additional boost and impetus for the department.

✚ Both B.A English and M.A. English gives a wide spectrum of job opportunities for the student community

### **Weakness:**

- The student teacher ratio in the courses of the English Common Courses makes it highly difficult to give personal attention to individual students and the same thwarts the very objectives of the courses.
- The students from the socially and economically backward background are not so good at writing and speaking in grammatical English. They find it difficult to acquire the essential grammar of the language.

### **Opportunities:**

- ❖ B.A English vocational model II gives ample opportunity for the students to choose a wide range of career options.
- ❖ Commencement of M.A English in the department gives additional inspiration for the aspiring students.
- ❖ UG & PG courses in the department enhances a new and sustaining academic milieu

### **Challenges:**

- An over-burdened syllabus together with the paraphernalia of university examinations, internal continuous evaluation, seminars and projects make the programmes in semester system highly hectic and fail some of the sublime objectives of education.

### **FuturePlans:**

- ✓ To commence a spoken English crash course for all the students of the college in an attempt to make them eloquent in English and to equip them for Group Discussions and interviews.
- ✓ To publish a department journal and subscribe more journals.
- ✓ To organize National seminars.
- ✓ To go for more ICT enabled teaching.

**EVALUATIVE REPORT – PG DEPARTMENT OF ECONOMICS**

Name of the department	Economics	
Year of establishment	1965- Pre degree course with Economics,History,Political Science 1981-B.A Economics. 1999-M.A Economics	
Names of Programmes/Courses offered	UG PG	BA Economics MA Economics
Inter disciplinary courses and departments involved	Open course <b>Foundations of Environmental Economics</b>	Departments Involved <b>Botany Commerce Chemistry English Physics</b>
Annual/semester/choice based credit system	UG-Choice Based Credit & Semester System(CBCSS) PG-Credit & Semester System(CSS)	
Participation of the department in the	Course	Department

courses offered by other departments	Eco Tourism	Botany
	Physical Health and Life Skill Education	Physical Education
	Fundamentals of accounting	Commerce
	Food Science	Chemistry
	Applicable mathematics	Mathematics
	English for careers	English
	Energy and Enviromental studies	Physics
	*Students of theDepartment participate in the certificate courses offered by other Departments	
Courses in collaboration with other universities, industries, foreign institutions, etc.	Nil	
Details of courses/programmes discontinued(if any)with reasons	Nil	

#### Number of teaching posts

	Sanctioned	Filled	Guest faculty
Professors	Nil	Nil	2 Guest faculty
Associate Professors	Nil	Nil	
Asst.Professors	8	7	

#### Faculty profile with name, qualification, designation, specialization

Name	Qualification	Designation	Specialization	No.of years of experience	No. of Ph.D Students guided for the last 4 years
Preethi K.N	M.A,B.Ed. UGC- NET(Economics)	Assistant Professor	Agriculture Economics	9 years	Nil
Jayalakshmi.K	M.A(Economics) M.Ed B.Ed NET(Economics) NET(Education) SET	Assistant Professor	Economics of Education	2 years & 8 months	Nil
Hima.K	M.A(Economics) M.Phil NET(Economics)	Assistant Professor	Agriculture Economics	9 months	Nil
Dr.Sreeja.J.P	M.A(Economics) M.Phil (Economics) Ph.D (Economics)	Assistant Professor	International Economics	9 months	Nil
Sreeja Gopal	M.A(Economics) B.Ed NET(Economics) SET	Assistant Professor	Banking	6 months	Nil
Krishnaprabha. C.B	M.A(Economics) NET	Assistant Professor	Environment al Economics	6 months	Nil
Divya V.R	M.A(Politics) B.Ed(Social Science) B.Ed(Special Education)	Assistant Professor	Indian Govt. and Politics	1 year	Nil
Jyothylekshmi	M.A Politics	Guest	Public		

P.J	B.Ed(Social science)	faculty	Administration		
Akhila p Nair	MA(Economics) MPhil(Economics)	Guest faculty	Micro Economics		

List of visiting senior faculty : Nil

Number of hours of lectures handled by temporary faculty : UG 13%

Programme wise student-teacher ratio	UG	21:1
	PG	5:1

Number of academic support staff(Technical) and Administrative staff sanctioned and filled	Nil		
Qualification of faculty with DSc/D.Litt/Ph.D/MPhil/PG	Qualification	No:	
	Ph.d	1	
	MPhil	2	
	PG	9	
	Ongoing Ph.D	4	
Number of faculty with ongoing projects	Nil		
Departmental projects funded by DST-FIST,DBT,ICSSR etc			
Sl.No	Year	Particulars	Grants received(RS.)
1	2011	Minor Research Project	25,000(UGC)

2	2012	Minor Research Project			25,000(UGC)
3	2012	Minor Research Project			25,000(UGC)
		Total			75,000
Publications by faculty(2009-10)					
2010-11	2011-12	2012-13	2013-14	2014-15	
Chapter in Book(s)		1	1		
<b>Editing books</b>				1	
<b>Books with ISBN numbers with details of Publishers</b>		1			
<b>E-Publication</b>		1			

Details of the above	<p>Preethi K.N</p> <ol style="list-style-type: none"> <li>4. Chapter in Edited Book on ‘Contemporary Issues of Finance and Business Management,2013,Bharti Publications,ISBN 978-93-81212-39-4.</li> <li>5. Chapter in Edited Book on ‘Handbook of Business and Management’ ,2012,Bharti publications.ISBN 978-93-81212-28-8</li> <li>6. E-Publication-Handbook of Management and Behavioural Sciences, Chapter name-‘Trade Prospects of Medicinal Plants’,2012,ISBN 978-93-81505-37-3.</li> </ol> <ul style="list-style-type: none"> <li>• Dr.Sheeba V.T</li> <li>• 1.“Water Worries - Bottling the Blue gold “ – Adhyayan Publication New Delhi – 2012 ISBN No – 978-81-8435-356-3</li> <li>• 2.Building Modern India [Ed] Women Empowerment;.The Kerala Model – 2014 ISBN-978-81-8435-406-5</li> <li>• Dr.J.P.Sreeja</li> <li>• A Study of India’s Wholesale Price Index (WPI) and Consumer Price Index (CPI) for the financial year 2011-12- Inflation and its Impact on Economic Development – MJP Publishers, Chennai, New Delhi, ISBN 978-81-8094-213-6</li> </ul>		
Papers published by the faculty			
Name of the faculty	National/International journal	Title	Impact factor/Date

Preethi K.N	Southern Economist(National Journal)	Need and prospects of medicinal plant cultivation	2012
Dr.Sheeba V.T	Kerala Calling	Preserving the blue gold	2011
Hima .K	SELP Journal of Social Science	Trends in public expenditure on agriculture in India	2013
Dr. Sreeja J.P	LPC Bulletin on Research(National Journal)	Impact of Globalisation on Indian Agriculture	2011
	International Journal of Management	Globalisation and its impact on India's Petroleum exports	2012
	Intensity: International Journal of Applied Social Science Research	Varying Entrepreneurial Orientation levels and export performance in a Globalised Economy-A cross Comparison among first generation entrepreneurs and others	2012

Areas of consultancy and income generated						
Dr.Murallivallabhan: 1. Resource person for various national and International seminars.(Sustainable Development)						
2.UGC Resource person						
3Visiting Professor of School of Environmental Sciences						
4.Visiting Professor of Amritha Viswavidhyapeedam						
5Visiting faculty of Manorama School of Communication,Kottayam						
Faculty as members in						
National committees						
International committees						
Editorial Board						
Student projects		2010-11	2011-12	2012-	2013-14	2014-15
Percentage of students who have done in house projects	UG	100%	100%	100%	100%	100%
	PG	100%	100%	100%	100%	100%
Awards/Recognitions received by faculty and students						

1.St'Berchsman award for Best college teacher.	MLA,Kanjirappilly	Ph.D awarded	Member of UG and PG Board of Studies
2.Millenium achievers award			
Dr.T.V Murallivallabhan	Dr.N Jayaraj	Dr.N Jayaraj Dr.V.T Sheeba Dr.Sreeja J.P	Dr.T.V Murallivallabhan
List of eminent academicians/visitors to the department:			
Sl No.	Year	Name	
1	2010/September	Dr.K.P Mani,Professor and subject expert,KAU,Vellannikkara	
2	2011/August	Dr.Phillip Jose,Professor,SB College,Changanacherry	
3	2011/October	Bino P Jose,Professor,Dept.of History,SD College,Kanjirappilly	
4	2012/January	Dr.Tessy Kurien,HOD,B.K College Amalagiri	
5	2012/February	Dr.K.KJohn,HOD,Dept.of Economics,St'Thomas college,Pala	
6	2014/November	Anoop Macmillan,Councillor,TRADA	
7	2014/January	Sri.Gopalan,Personality Development trainer	
Seminars/Conferences/Workshops organized and the source of funding:: Nill			

Student profile programme/course wise:

Name of the course/programme	Applications received	Selected	Enrolled	Pass percentage
UG				
2010-11	Centralised Allotment Process		60	
2011-12			62	58%
2012-13			63	67%
2013-14			63	89%
2010-11			15	
2011-12			15	11%
2012-13			15	67%
2013-14			16	2.5%

Diversity of students

Name of the course	% of students from the same state	% of students from other state	% of students from abroad
B.A Economics	100	Nil	Nil
M.A Economics	100	Nil	Nil

Number of students cleared competitive examinations

Name of exam	Number of students
NET	Nil
SET	1
Defence services	1

## Student progression

Student progression	Percentage against enrolled
UG to PG	35%
PG to M.Phil	10%
PG to Ph.D	8%
Ph.D to Post-Doctoral	Nil
Employed	10%
<ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	60%
Entrepreneurship/Self-employment	20%
Details of Infrastructural facilities	
a) Library	Department library :Books 100
b) Internet facilities for Staff & Students	Yes
Ttal number of clasrooms	5 classroms
c) Class rooms with ICT facility	Yes,One room with LCD Projector
d) Laboratories	No
Number of students receiving financial assistance from college, university, government and other agencies	3
Details on student enrichment programmes with external experts	<ol style="list-style-type: none"> <li>1. Dr.K.K John(Associate Professor and HOD,Dept. of Economics,St'Thomas College,Pala) delivered two lecturers on Kerala Budget and</li> <li>2. Dr.Phillip(Associate Professor,SB College,Changanacherry) on Indian Economy-The Current Scenario</li> <li>3. Mr.Tojo(Assistant Professor,Govt.College,Mannimalakunnu) on Tax Reforms</li> <li>4. Mr.Bino P Jose(Assistant Professor,Dept. of History,SD</li> </ol>

	<p>College,Kanjirappally) on Personality Development</p> <p>5. Dr.Tessy Kurien(HOD,Dept.of Economics,BK College,Amalagiri) on Issues faced by Kerala Economy</p> <p>6. Dr.Prameela Devi(Member,State Women's Commission) on Women Protection Laws.</p> <p>7. Mr.Anoop Macmillan(Counsellor,TRADA) On De-addiction</p>
Teaching methods adopted to improve student learning	
<ul style="list-style-type: none"> <li>• Test Papers</li> <li>• Assignments</li> <li>• Seminars</li> <li>• Debates</li> <li>• Group Discussions</li> <li>• Quiz Competitions</li> <li>• Power point presentations</li> <li>• Audio Visual teaching methods</li> <li>• Learning by questions</li> <li>• Remedial Teaching</li> <li>• Peer teaching</li> </ul>	
Participation in Institutional Social Responsibility(ISR) and extension activities	
Year	Name of the Programme
2010-11	Survey on Life style diseases
2011-12	Survey on Solid waste management Awareness Programme for the students of NSS English Medium School,Vazhoor on Health and Hygiene
2012-13	Survey on MGNREGA
2013-14	Survey on Alchaholism
2014-15	Pipe Composting

### SWOC analysis of the department and future plans

#### Strengths

- The former HOD of the Department is also promoted as the Principal of the college.
- One Ph.D holder and other four faculty member are doing Ph.D
- Faculty updated through attending seminar.
- Training to students to take up their project at UG and PG level.
- Young and energetic faculty team, dedicated to the motto 'uthishtatha jagratha prapya varan nibodatha.'
- Very low mark profile of the students in the entry level.
- High pass percentage
- Faculty serving as resource person in various seminars
- Adequate permanent faculty with high qualification
- Hardworking and energetic student community

#### Weakness

- Poor Financial background of students
- English communication skill of students is very low
- Poor academic background of students

#### Opportunities

Since the college is situated in a remote area, there is scope for more implement extension activities to help the economically backward people.

#### Challenges

- To train the students for effective communication in English
- Make the students to pass competitive exams

#### Future plans

- To organize National seminars
- To organize training programmes for teachers
- To start enrichment programmes to local people
- To strengthen curricular and extra curricular activities of the department with the support of other departments
- To secure major and minor research projects by all faculty
- To plan more extension activities helpful to the local community

**Evaluative Report of the PG Department of Botany**

**2013-2014**

1.	Name of the Department	:	Department of Botany
2.	Year of Establishment	:	1965
3.	Names of Programees/Courses offered (U.G., P.G., M.phil., Ph.D., Integrated Masters, Integrated Ph.D., etc.)	:	U.G. and P.G.
4.	Names of Interdisciplinary courses and the departments/units involved	:	Nil
5.	Annual/semester/choice based credit system (programme wise)	:	1. CBCSS (UG)- Botany Degree 2. CSS Programme (Botany M.Sc.)
6.	Participation of the department in the courses offered by other departments	:	Nil
7.	Courses in collaboration with other universities, industries, foreign institutions, etc.	:	Nil
8.	Details of courses/programmes discontinued (if any) with reasons	:	Nil
9.	Number of Teaching posts		
		<b>Sanctioned</b>	
		<b>Filled</b>	
	Professors	Nil	Nil
	Associate Professors	3	3
	Assistant Professors	4	3

## 10. Faculty profile with name, qualification, specialization, (D.Sc./D.Litt./Ph.D./M.Phil. etc.)

Name	Qualification	Designation	Specialization	No. of years of Experience	No. of Ph.D. students guided for the last 4 years
Dr. N. Unnikrishnan	M.Sc., Ph.D.	Associate Professor	Bamboo taxonomy	24	Nil
K.S. GeethaKumari	M.Sc., M.Phil	Associate Professor	Environmental Biology	24	Nil
Dr. S.V. Predeep	M.Sc., Ph.D.	Associate Professor	Legume taxonomy	20	Nil
K. Jayakumar	M.Sc., NET	Assistant Professor	-	2	Nil
Dr. Prita Pillai	M.Sc., M.Phil, Ph.D.	Assistant Professor	Environmental pollution	2	Nil
Sruthi C.C.	M.Sc., NET	Assistant Professor	-	2	Nil
Jithin P.M.	M.Sc.	(Guest Faculty)	-	-	Nil

11.	List of senior visiting faculty	:	Nil
12.	Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty	:	12%
13.	Student-Teacher ratio handled (programme wise)	:	II Semester B.Sc. 37 students -2teachers IV semester B.Sc. 32 students -2 teachers VI semester B.Sc. 32 students -7teachers I semester M.Sc. 12 students – 7teachers

			III semester M.Sc. 12 students – 7teachers															
14.	Number of academic support staff (technical) and administrative staff; sanctioned and filled	:	<table border="0"> <tr> <td>Post</td> <td>Sanctioned</td> <td></td> </tr> <tr> <td>Filled</td> <td></td> <td></td> </tr> <tr> <td>Herbarium keeper</td> <td>1</td> <td>1</td> </tr> <tr> <td>Lab attenders</td> <td>3</td> <td>2</td> </tr> <tr> <td>Gardener</td> <td>1</td> <td>0</td> </tr> </table>	Post	Sanctioned		Filled			Herbarium keeper	1	1	Lab attenders	3	2	Gardener	1	0
Post	Sanctioned																	
Filled																		
Herbarium keeper	1	1																
Lab attenders	3	2																
Gardener	1	0																
15.	Qualifications of teaching faculty with D.Sc./ D.Litt./Ph.D./M.Phil./PG.	:	<table border="0"> <tr> <td>D.Sc., D.Litt.</td> <td>- Nil</td> </tr> <tr> <td>Ph.D.</td> <td>- 3</td> </tr> <tr> <td>M.Phil.</td> <td>- 2</td> </tr> <tr> <td>M.Sc.</td> <td>- 2+ 1 guest faculty</td> </tr> </table>	D.Sc., D.Litt.	- Nil	Ph.D.	- 3	M.Phil.	- 2	M.Sc.	- 2+ 1 guest faculty							
D.Sc., D.Litt.	- Nil																	
Ph.D.	- 3																	
M.Phil.	- 2																	
M.Sc.	- 2+ 1 guest faculty																	
16.	Number of faculty with ongoing projects from a) National b) International funding agencies and grants received	:	1															
17.	Departmental projects funded by DST-FIST, UGC, DBT, ICSSR, etc. and total grants received	:	UGC – 1 (2 lakhs)															
18.	Research Centre/facility recognized by the University	:																
19.	Publications	:																
<p>a) Publication per faculty</p> <p>b) Number of papers published in peer reviewed journals (national/international) by faculty and students</p> <p>c) Number of publications listed in International Database (for eg: Web of Science, Scopus, Humanities International Complete, Dare Database-International Social Sciences Directory, EBSCO host etc.)</p> <p>d) Monographs</p>																		

	<ul style="list-style-type: none"> <li>e) Chapter in Books</li> <li>f) Books edited</li> <li>g) Books with ISBN/ISSN numbers with details of publishers</li> <li>h) Citation Index</li> <li>i) SNIP</li> <li>j) SJR</li> <li>k) Impact Factor</li> <li>l) H-index</li> </ul>	
20.	Areas of consultancy and income generated	: Nil
21.	Faculty as members in <ul style="list-style-type: none"> <li>a) National Committees</li> <li>b) International Committees</li> <li>c) Editorial Boards etc.</li> </ul>	Edited paper for journals- Dr.S.V. Predeep – “Rheeda”
22.	Student Projects <ul style="list-style-type: none"> <li>a) Percentage of students who have done in-house projects including interdepartmental/programme</li> <li>b) Percentage of students placed for projects in organizations outside the institution <i>i.e.</i>, in Research Laboratories/Indusrty/other agencies</li> </ul>	PG 100 % students per year UG 33% students per year  Nil
23.	Awards/ Recognitions received by faculty and students	Nil
24.	List of eminent academicians and scientists/visitors to the department	Dr. C. Sathish Kumar, Senior Scientist and IUCN expert on <b>Endangered Orchids</b> visited and took classes on orchids in February 2014.
25.	Seminars/Conferences/Workshops organized and the source of funding	

	a) National b) International		Nil Nil			
26.	Student profile programme/coursewise:					
	Name of the course/programme (refer question no.4)	Applications received	Selected	Enrolled	Pass percentage	
				Male	Female	
	B.Sc.		21	4	17	86
	M.Sc.		10	1	9	Result awaiting

## 27. Diversity of Students:

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
B.Sc.	All Keralites	--	--
M.Sc.	All Keralites	--	--

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil Services, Defence Services etc.: Nil

## 29. Student progression

Student progression	Against % enrolled
UG to PG	20
PG to M.Phil.	10
PG to Ph.D.	1
Ph.D. to Post-Doctoral	-
Employed	
• Campus selection	10
• Other than Campus selection	24
Entrepreneurship/Self-employed	20

## 30. Details of infra-structural facilities

- a) Library: Yes
- b) Internet facilities for staff and students: Yes
- c) Class rooms with ICT facility: Nil
- d) Laboratories: Yes

## 31. Number of students receiving financial assistance from college, university, government or other agencies

SC/ST students financial assistance from the Government and also KPCR assistance for financially students.

## 32. Details on student enrichment programmes (special lectures/workshops/seminar) with external experts

Special lectures: yes

Seminar: yes

Workshop: yes

## 33. Teaching methods adopted to improve student learning

Seminar, Field studies, Visit to Research institutions, audio-visual teaching etc.

## 34. Participation in Institutional Social Responsibility (ISR) and Extension activities

Most students participated in NSS activities and University level activities

## 35. SWOC analysis of the department and Future plans

Strength and weakness of the department will be identified and rectified as per the need.

Action will be taken to turn the department as Research and plans to funding from external agencies of state and central agencies.

**Evaluative Report of the Department of Physics**

1. Name of the department - PHYSICS
2. Year of Establishment - 1982
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) -UG
4. Names of Interdisciplinary courses and the departments/units involved - Offering open course in the Fifth Semester
5. Annual/ semester/choice based credit system (programme wise)---- Choic Based Course Credit Semester System.
6. Participation of the department in the courses offered by other departments - Fifth semester students have a theory paper as open course offered by other Departments.
7. Courses in collaboration with other universities, industries, foreign institutions, etc. ---Nil.
8. Details of courses/programmes discontinued (if any) with reasons --Nil
9. Number of Teaching posts

	<b>Sanctioned</b>	<b>Filled</b>
Professors	Nil	Nil
Associate Professors		One
Asst. Professors		Three
Guest Lectures		One

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt.

/Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
M.K Indiradevi	M Sc	Associate Professor	Electronics	32	
P G Prasadkumar	M Sc B Ed	Assistant Professor	Electronics and Radio	12	
R. Satheesh	M Sc M.Phil BEd	Assistant professor	Electronics	1	
M S Soumya	M Sc B Ed	Assistant Professor	Computer Science	1	

11. List of senior visiting faculty:nil

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty:BSc Physics(core)-22 lectures per week and12 practical hours per week

Complementary Physics for Mathematics and Chemistry-5 lectures per week and 2 practical hours per week

13. Student -Teacher Ratio (programme wise):20:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled - 4

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil /PG.

Mphil:1

PG: 4

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received : nil
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received- Nil
18. Research Centre /facility recognized by the University: nil
19. Publications:
  - \* a) Publication per faculty
    1. Preparation and microwave characterization of  $\text{BaNd}_{2-x}\text{Sm}_x\text{Ti}_4\text{O}_{12}$  ( $0 \leq x \leq 2$ ) ceramics and their effect on the temperature coefficient of dielectric constant in polytetrafluoroethylene composites -K.Stanly Jacob, **R. Satheesh**, R.Ratheesh\* Journal - Materials Research Bulletin 44 (2009) 2022-2026.
    2. Microwave dielectric properties of  $\text{SrO-2CeO}_2\text{-nTiO}_2$  (n = 4 and 5) ceramics- **R. Satheesh** and R. Ratheesh\* Journal – Applied ceramic Technology 7(s1) (2010) E151-E155
  - \* Number of papers published in peer reviewed journals (national/international) by faculty and students  
 Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)
    - \* Monographs
    - \* Chapter in Books
    - \* Books Edited
    - \* Books with ISBN/ISSN numbers with details of publishers

- \* Citation Index
- \* SNIP
- \* SJR
- \* Impact factor
- \* h-index

20. Areas of consultancy and income generated- Nil

21. Faculty as members

Year	Board	Position	
2009-2010	U G Board of studies	Chairman	Syllabus for UG course is revised under his board. Yearly system is converted to semester system as CBCSS
2010-2011	U G Board of studies	Chairman	
2011-2012	U G Board of studies	Chairman	
2012-2013	U G Board of studies	Chairman	

22. Student projects: Project is included in the 5 th semester

a) Percentage of students who have done in-house projects including inter departmental/programme: nil

b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/ other agencies: nil

23. Awards / Recognitions received by faculty and students: nil

24. List of eminent academicians and scientists / visitors to the department: nil

25. Seminars/ Conferences/Workshops organized & the source of funding
- National
  - International
26. Student profile programme/course wise: From 2009 onwards admission is online.

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
2009-2010					
2010-2011		17	8	5	76
2011-2012		23	12	6	89
2012-2013		18	14	4	71
2013-2014		25	7	12	94
2014-2015		27			

\*M = Male \*F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
BSc Physics	100	0	0

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ?
29. Student progression

UG to PG	21%
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
<b>Employed</b>	
• Campus selection	5%
• Other than campus recruitment	56%
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

- a) Library: There is no departmental library. Students and teachers depend on the General Library. The college has a good General Library with a very good collection of books on Physics and general sciences.
- b) Internet facilities for Staff & Students: The department has a local Wifi router which offers wireless connectivity in the entire department. The computer lab in the college provides facilities for students to access the internet.
- c) Class rooms with ICT facility: No class rooms are permanently equipped with ICT facility, but the department has a LCD projector and we use it for lecturing.
- d) Laboratories: A well-equipped lab is available in the department. All the experiments at the UG level can be done. The laboratories are very spacious to accommodate the students.

31. Number of students receiving financial assistance from college, university, government or other agencies:

Students receive various scholarships like Muslim Girls Scholarship

2011-12 one I DC student is getting Muslim girls scholarship

2012-13 one II DC student is getting Muslim girls scholarship

2013-14-one III DC student is getting Muslim girls scholarship and five I DC students are getting Post Matric Scholarship

2013-14 five II DC students are getting Post Matric Scholarship

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts:

special lectures are conducting in every year.

- Environment day is celebrated every year with quiz competitions debates and seminars

### **2011-12**

- Environment day observed with quiz competitions
- Ozone day observed with Essay writing competition on “Global warming reasons and Remedies”
- Conducted a seminar on “Raman Spectroscopy ” by Dr.Binoy John , Asst.Prof. Dept. of Physics Govt. College Nedumangad

### **2012-13**

- Environment day observed with quiz competitions
- Conducted a seminar on “vibrational spectrum of crystals ” by Dr.Binoy John , Asst.Prof. Dept. of Physics Govt. College Nedumangad
- Ozone day observed with Postery writing competition

### **2013-14**

- Environment day observed with quiz competitions
- National science day is celebrated by all science departments with invited lectures and quiz competitions

- Conducted a seminar on “Nanotechnology Fundamentals, characterizatio & applications” by Dr.Sajeev U.S , Asst.Prof. Dept. of Physics Govt. College Nattakam
- Chandradinam is cebrated with poster exhibitions
- Observed international day against drug abuse and illicit trafficking with poster writing competitions

### **2014-2015**

- Environment day observed with quiz competitions
- Students of II Dc organised and conducted a quiz programme on “ India After Independance”
- Conducted a seminar on “Basics of Quantum Mechanics” by Dr.Premlet V , .Prof. Dept. of Physics TKM College of Engineering

#### 33. Teaching methods adopted to improve student learning

Remedial and Peer teaching is are conducting to improve student learning. From 2014-15 academic year onwards new initiatives like Scholar Support Programme and Walk With Scholar Programme Started. Regular class tests are done.Also PTA meeting is conducted atleast once in every semester

#### 34. Participation in Institutional Social Responsibility (ISR) and Extension activities

#### 35. SWOC analysis of the department and Future plans.

#### Strenghts

- Good level of coordination among senior and young faculty
- Faculty updated through attending seminar.
- Training to students to take up their project at UG level

- Newly joined Young and energetic faculty team, dedicated to the job
- High pass percentage
- Adequate permanent faculty with high qualification
- Hardworking and energetic student community

#### Weakness

- Poor Financial background of students
- Poor academic background of students
- The department does not have a PG course
- Poor communication skill of students

#### Opportunity

Very good career options are available to students physics graduates

#### Challenges

- To develop soft skills among students
- To make the students to pass competitive exams

#### Future plans

- To organize National seminars
- To organize training programmes for teachers
- To start enrichment programmes to local people
- To strengthen curricular and extra curricular activities of the department with the support of other departments
- To secure major and minor research projects by all faculty
- To plan more extension activities helpful to the local community

## EVALUATIVE REPORT OF THE DEPARTMENT OF CHEMISTRY

1. Name of the department : *Department of Chemistry*
2. Year of Establishment: **1980**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)

### ***B.Sc Chemistry***

4. Names of Interdisciplinary courses and the departments/units involved
5. Annual/ semester/choice based credit system (programme wise)  
  
Semester system
6. Participation of the department in the courses offered by other departments
7. Courses in collaboration with other universities, industries, foreign institutions, etc.
8. Details of courses/programmes discontinued (if any) with reasons
9. Number of Teaching posts

	<b>Sanctioned</b>	<b>Filled</b>
Professors	_____	_____
Associate Professors	2	2
Asst. Professors	2	2
Guest	1	1

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience
V. Geetha bai	M.Sc	Associate Professor		33
M. C. Saroja	M.Sc	Associate Professor		31
Dr. Vinayakan R	M.Sc JRF,Ph.D	Asst. Professor		5
Dr. Anoop Kumar S	M.Sc JRF,Ph.D	Asst. Professor		-

11. List of senior visiting faculty:
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty- 11.11%
13. Student -Teacher Ratio (programme wise)
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.
- Ph.D- 2 faculty
- PG. - 4 faculty
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received
18. Research Centre /facility recognized by the University

## 19. Publications:

\* a) Publication per faculty

**Dr. Vinayakan. R (Asst. Professor)**

1. J. Phys. Chem. C, 2007, 111, 10146.  
R. Vinayakan, T. Shanmugapriya, Pratheesh V. Nair, P. Ramamurthy and K. George Thomas
2. Biol. Trace. Elem. Res., 2010, 142(2), 213.  
M. Vibin, R. Vinayakan, Annie John, V. Raji, C. S. Rejiya and Annie Abraham.
3. J. Nanopart. Res. 2010, 13(6), 2587.  
M. Vibin, R. Vinayakan, A. John, V. Raji, C. S. Rejiya, N. S. Vinesh, A. Abraham
4. J. Fluoresc. 2011, 21(4), 1365.  
M. Vibin, R. Vinayakan, Annie John, V. Raji, C. S. Rejiya, Annie Abraham.
5. Cryst. Eng. Comm, 2011, 13, 2340.  
T. Shanmugapriya, R. Vinayakan, K. George Thomas, P. Ramamurthy.
6. J. Colloid Interface Sci. 2011, 357, 366.  
M. Vibin, R. Vinayakan, Annie John, C.S. Rejiya, V. Raji, Annie Abraham
7. J. Appl. Phys. 2014, 115, 104302.  
Ajith T., Anju E. T., A. D. Rao, K. A. Varman, K. Ranjith, R. Vinayakan, P. C., Ramamurthy, V. V. Ison.
8. Cancer Nanotechnology 2014, 5:1.  
M. Vibin, R. Vinayakan, Annie John, C.S. Rejiya, F. B. Fernandez, Annie Abraha

**Dr. Anoop Kumar S (Asst. Professor)**

1. Conduction mechanism in Polyaniline-flyash composite material for shielding against electromagnetic radiation in X-band & Ku band, Avanish Pratap Singh, Anoop Kumar S., Amita Chandra, and S. K. Dhawan, AIP ADVANCES 1, 022147 (2011)

2. Synthesis, charge transport studies, and microwave shielding behaviour of nanocomposites of polyaniline with Ti-doped  $\gamma$ -Fe<sub>2</sub>O<sub>3</sub> Anoop Kumar S, Avanish Pratap Singh, Parveen Saini, Fehmeeda Khatoon, S. K. Dhawan. (2012) 47:2461–2471
3. A New Smart Coating of Polyaniline- SiO<sub>2</sub> Composite for Protection of Mild Steel against Corrosion in Strong Acidic Medium Anoop Kumar S, Hema Bhandari, Chandrica Sharma, Fehmeeda Khatoon and S. K. Dhawan in Polymer International (PI-11-0822) 2012
4. Electrochemical & Chemical synthesis of hydrophobic Polyaniline-SiO<sub>2</sub>-perfluoro octanate nanocomposite coatings for corrosion protection of mild steel in saline atmosphere, Anoop Kumar S, Hema Bhandari, Fehmeeda Khatoon and S. K. Dhawan under review in Progress in organic coating

- \* Number of papers published in peer reviewed journals (national / international) by faculty and students

Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

- \* Monographs
- \* Chapter in Books: **Conducting Polymer Nanocomposites for Anticorrosive and Antistatic Applications** by Hema Bhandari, S. Anoop Kumar and S. K. Dhawan in the book "*Nanocomposites - New Trends and Developments*" edited by Farzad Ebrahimi, ISBN 978-953-51-0762-0, InTech, September 9, 2012
- \* Books Edited
- \* Books with ISBN/ISSN numbers with details of publishers

Book "*Nanocomposites - New Trends and Developments*" edited by Farzad Ebrahimi, ISBN 978-953-51-0762-0, InTech, September 9, 2012

- \* Citation Index: 10
- \* SNIP
- \* SJR
- \* Impact factor: 20
- \* h-index

20. Areas of consultancy and income generated

21. Faculty as members in

- a) National committees b) International Committees c) Editorial Boards....

Dr. Anoop Kumar S is Life Time Member of **Asian Polymer Association**

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme
- b) Percentage of students placed for projects in organizations outside the institution  
i.e.in Research laboratories/Industry/ other agencies

23. Awards / Recognitions received by faculty and students

24. List of eminent academicians and scientists / visitors to the department

25. Seminars/ Conferences/Workshops organized & the source of funding a) National

- b) International

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	

\*M = Male \*F = Female

27. Diversity of Students

Name of the	% of students from the	% of students from other States	% of students from

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ?

29. Student progression

Student progression	Against % enrolled
UG to PG	
PG to M.Phil.	
PG to Ph.D.	

Ph.D. to Post-Doctoral	
<p style="text-align: center;"><b>Employed</b></p> <ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities
  - a) Library
  - b) Internet facilities for Staff & Students
  - c) Class rooms with ICT facility
  - d) Laboratories
31. Number of students receiving financial assistance from college, university, government or other agencies
32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts
33. Teaching methods adopted to improve student learning
34. Participation in Institutional Social Responsibility (ISR) and Extension activities
35. SWOC analysis of the department and the future plans.

**EVALUATIVE REPORT – PG DEPARTMENT OF  
MATHEMATICS.&STATISTICS.**

Name of the department	Mathematics.	
Year of establishment	1965- Pre degree course with Mathematics ,Statistics and Physics. 1980-B.ScMathematics. 1984-M.Sc Mathematics.	
Names of Programmes/Courses offered	UG PG	B.Sc Mathematics. M Sc Mathematics.
Inter disciplinary courses and departments involved	Open course <b>Applicable Mathematics.</b>	Departments Involved <b>Commerce Chemistry English Physics Economics.</b>
Annual/semester/choice based credit system	UG-Choice Based Credit & Semester System(CBCSS) PG-Credit & Semester System(CSS)	
Participation of the department in the courses offered by other departments	Courses	Departments
	Fundamentals of accounting	Commerce
	Food Science	Chemistry
	*Students of the Department participate in the certificate courses offered by other Departments	
Courses in collaboration with other universities,industries,foreigninstitutions,etc.	Nil	
Details of courses/programmes discontinued(if any)with reasons	Nil	

## Number of teaching posts

	Sanctioned	Filled	Guest faculty
Professors	Nil	Nil	2 Guest faculty
Associate Professors	1	1	
Asst.Professors	6+1(Statistics.)	7	

## Faculty profile with name, qualification, designation, specialization

Name	Qualification	Designation	Specialization	No.of years of experience	No. of Ph.D Students guided for the last 4 years
T.Jayaraj.	M.Sc,M.Phil.	Associate Professor	Graph Theory.	19 years	Nil
Preethi.K.Pillai	M .Sc(Mathematics.) M.Phil. B.Ed NET(Mathematics.)	Assistant Professor	Graph Theory.	10 years & 4months	Nil
Kumari Suja.V.R	M.Sc(Mathematics.) M.Phil.	Assistant Professor	Topology.	10years& 4 months	Nil
Babin .B.	M.Sc.(Mathematics.) NET(Mathematics.)	Assistant Professor	Functional analysis.	4 years & months	Nil
AswathyS.Nair	M.Sc(Mathematics.) NET(Mathematics)	Assistant Professor	Number Theory&Crypt ography.	4 months	Nil
Jajakumar A.C	M.Sc(Mathematics) NET(Mathematics)	Assistant Professor	Differential Geography.	4 months	Nil
Jyothi.V [on leave]	M.Sc(Mathematics) B.Ed( M.Phil ,NET.	Assistant Professor	Operations Research.	5 years.	Nil
Sajan Sebastian..	M.Sc Mathematics,B.Ed	Guest faculty			
Aiswarya V.G	M.Sc (Mathematics).	Guest faculty			
Dr.Maya. T.Nair.	M.Sc (Statistics) M.Phil Ph.D	Assistant Professor.	Statistics.	4 years.	

List of visiting senior faculty : Nil

Number of hours of lectures handled by temporary faculty : UG 13%

Programme wise student-teacher ratio	UG	15:1
	PG	5:1

Number of academic support staff(Technical) and Administrative staff sanctioned and filled		Nil		
Qualification of faculty with DSc/D.Litt/Ph.D/MPhil/PG		Qualification	No:	
		Ph.D	1	
		MPhil	4	
		PG	4	
		Ongoing Ph.D	1	
Number of faculty with ongoing projects		Nil		
Departmental projects funded by DST-FIST,DBT,ICSSR etc				
Sl.No	Year	Particulars	Grants received(RS.)	
1				
2				
3				
		Total		
Publications by faculty(2009-10)				
2010-11	2011-12	2012-13	2013-14	2014-

				15		
Chapter in Book(s)		1	1			
<b>Editing books</b>				1		
<b>Books with ISBN numbers with details of Publishers</b>		1				
<b>E-Publication</b>		1				
Papers published by the faculty						
Name of the faculty	National/International journal	Title		Impact factor/Date		
Dr.Maya.T.Nair	Far East J.Theo Sat 14 (1), 130 -120	On a finite Mixture of beta Distribution				
Dr.Maya.T.Nair	Calcutta Statistical Association Bulletin. 57, 67-83	On a finite Mixture of Pareto Distribution				

Areas of consultancy and income generated						
Faculty as members in						
National committees						
International committees						
Editorial Board						
Student projects		2010-11	2011-12	2012-	2013-14	2014-15
Percentage of students who have done in house projects	UG	100%	100%	100%	100%	100%
	PG	100%	100%	100%	100%	100%
Awards/Recognitions received by faculty and students						
Faculty I.M.G.Mohanan Nair		Board of studies member (PG) ,Mahatma Gandhi University.				
Students I.Neethu.P.Thomas		Mahatma Gandhi University Best NSS Volunteer Award.		State level award for the Best NSS Volunteer.		

The following is a list of graduates/post-graduates of the department who got employed in the last 4 years.

NAME	BATCH	ORGANISATION
Deepthi c. s	2008-2010[Msc]	LIC
Lakshmipriya K .kartha	2009-2011[Msc]	Govt.employee
Shayam S nair	2009-2011[Msc]	Govt.employee
Rekha k.s	2010-2012[Msc]	Co-operative Bank
Silja Thomas	2011-2013[Msc]	Co-operative Bank
Archana Balakrishnan	2011-2013[Msc]	Govt.employee
Pradeep kumar K.S.	2007-2010[Bsc.]	SBT
Gayathri Unnikrishnan	2011-2013[Msc]	ASAP
Bindu .T.S	2011-2013[Msc]	ASAP
Rohini.G.	2010-2013[B.sc]	ASAP
Aiswarya V.G.	2012-2014[Msc]	ASAP

List of eminent academicians/visitors to the department:		
Sl No.	Year	Name
1	2010/September	Dr.Sunil C Mathew,Associate Professor,St.Thomas College Pala.
2	2011/August	,Dr.G.Indulal, Associate Professor,St.AlosiusCollege,EdathwaL
3	2011/October	V N Ramachandran Pillai,Associate Professor, PG Department of Mathematics,NSS Hindu College Changanacherry.
4	2012/January	Smt,Jinitha Varghese,Assistant Professor,,B.K College Amalagiri
5	2012/February	Sony Varghese,Assistant Professor,PG Department of Mathematics,SD College Kanjirapally.
6	2013/November	Mr.Dilip Kumar Young Scientist Award Winner for the year 2011-2012 Of the Indian Science Congress Association for Mathematical Sciences.
7	2014/July.	Mrs.Ushakumari.J ,HOD PG Dept of Mathematics,NSS Hindu College.Changanacherry.
Seminars/Conferences/Workshops organized and the source of funding:: Nill		

Student profile programme/course wise:

Name of the course/programme	Applications received	Selected	Enrolled	Pass percentage
UG				
2010-11	98	18 30	14	57
2011-12	14		18	27
2012-13	Centralised		30	77
2013-14	Allottment Process 22		22	59
PG				
2010-11	PG	18 30	14	55
2011-12	Centralised		13	30
2012-13	Allottment		12	75
2013-14	Process		10	20

## Diversity of students

Name of the course	% of students from the same state	% of students from other state	% of students from abroad
B.Sc Mathematics	100	Nil	Nil
M.Sc Mathematics.	100	Nil	Nil

## Number of students cleared competitive examinations

Name of exam	Number of students
NET	1
SET	1
Defence services	1

## Student progression

Student progression	Percentage against enrolled
UG to PG	68%
PG to M.Phil	Nil
PG to Ph.D	Nil
Ph.D to Post-Doctoral	Nil
Employed	20%
<ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	60%
Entrepreneurship/Self-employment	20%
Details of Infrastructural facilities	
e) Library	Department library :Books 100
f) Internet facilities for Staff & Students	Yes
Total number of classrooms	5 classrooms
g) Class rooms with ICT facility	Yes,One room with LCD Projector
h) Laboratories	Computer lab with 10 computers are available for the students.

<p>Number of students receiving financial assistance from college, university, government and other agencies</p>	<p>In the year 2010 -11 the following students got Suvarna Jubilee Merit 1S Scholarship. (10,000 per head) 1.Alfia P A 2.Athira G Nair.3.Jayalekshmi R.4 .Renjith M Nair.. 5.Saranya P Sasi.</p> <p>In the year 2011 -12 the following students got Suvarna Jubilee Merit 1S Scholarship. (10,000 per head) 1.Athira G Nair 2.Jayalekshmi R. 3 .Renjith M Nair.. 4.Saranya P Sasi</p> <p>In the same year the following students got Post Metric Scholarship (6475 per head) 1.Abin Mathew 2.Jebin T Jose.</p> <p>In the year 2012-13 Abin Mathew got Post Metric Scholarship.</p> <p>In the year 2013-14 the following students got Post Metric Scholarship(6475 per head) 1.Abin P J 2.Anees Mathew. 3.Ansalna K S. 4.Catherine Emmauel. 5.Jeslu Ismail 6.Jesna Emmauel 7.Neenu Babu 8.Sadique Ali P M 9.Shaniya P George. 10.Sruthy Philip.</p>
<p>Details on student enrichment programmes with external experts</p>	<p>8. Mr V.N.Ramachandran Pillai (Associate Professor, Dept of Mathematics, NSS Hindu college Changanacherry) delivered a lecturer on Application of Mathematics in Our Daily Life.</p> <p>9. Mr.Dilip Kumar(Young Scientist Award Winner for the year 2011-2012 Of the Indian Science Congress Association for Mathematical Sciences.)delivered a talk on Research Methodology.</p> <p>10. Mrs.Ushakumari.j,HOD Dept of Mathematics, NSS Hindu College Changanacherry,) on Vedic Mathematics.</p> <p>11. Dr.Prameela Devi (Member,State Women's Commission) on Women Empowerment.</p> <p>12. Mr.V.N.Ramachandran Pillai,Associate Professor of Mathematics ,NSS Hindu College Changanacherry) On Graph Theory.</p>

Teaching methods adopted to improve student learning	
<ul style="list-style-type: none"> <li>• Test Papers</li> <li>• Assignments</li> <li>• Seminars</li> <li>• Debates</li> <li>• Group Discussions</li> <li>• Quiz Competitions</li> <li>• Power point presentations</li> <li>• Audio Visual teaching methods</li> <li>• Learning by questions</li> <li>• Remedial Teaching</li> <li>• Peer teaching</li> </ul>	
Participation in Institutional Social Responsibility(ISR) and extension activities	
T. Jayaraj	NSS Programme Officer during 2004 to 2008 College PTA Secretary through out the period.
Preethi.K.Pillai	NSS Programme Officer during 2010-2013. UGC Cell Co-ordinator.
Kumari Suja V R	NSS Programme Officer during 2006-10 SSP Co-ordinator.
Babin B	Mathematics Certificate Course Co-ordinator.
Dr.Maya T Nair	Co-ordinator (students Attendance )
SWOC analysis of the department and future plans	
<p>Strenghts</p> <ul style="list-style-type: none"> <li>• .</li> <li>• One Ph.D holder and other one faculty member is doing Ph.D</li> <li>• Faculty updated through attending seminar.</li> <li>• Training to students to take up their project at UG and PG level.</li> <li>• Young and energetic faculty team,</li> <li>• Very low mark profile of the students in the entry level.</li> <li>• High pass percentage</li> <li>• Faculty serving as resource person in various seminars</li> <li>• Adequate permanent faculty with high qualification</li> <li>• Hardworking and energetic student community</li> </ul> <p>Weakness</p> <ul style="list-style-type: none"> <li>• Poor Financial background of students</li> <li>• English communication skill of students is very low</li> <li>• Poor academic background of students</li> <li>• Lack of transportation facility.</li> <li>• Less number of publication by faculty.</li> </ul>	

### Opportunities

Increasing demand for the course.

Students get an exposure to a wide range of social work activities.

### Challenges

- To train the students for effective communication in English
- Make the students to pass competitive exams

### Future plans

- To organize National seminars
- To organize training programmes for teachers
- To start enrichment programmes to local people
- To strengthen curricular and extra curricular activities of the department with the support of other departments
- To secure major and minor research projects by all faculty
- To increase publication by faculty.
- To arrange Mathematical Exhibition every year.
- To publish departmental Newsletter every year.
- To plan more extension activities helpful to the local community

## EVALUATIVE REPORT OF THE PG DEPARTMENT OF COMMERCE

1. Name of the Department : **PG Department of Commerce**
2. Year of establishment : **B. Com. :- 1965**  
: **M.Com. :- 1982**
3. Names of programmes : **B. Com., M.Com.**
4. Names of inter disciplinary courses : **Fundamentals of Accounting**

**Students from the departments of**

- B.A. Economics**
- B.A. English**
- B. Sc. Physics**
- B. Sc. Chemistry**
- B. Sc. Mathematics**

5. Annual/Semester/ CBCS : **UG- CBCSS**  
: **PG - CSS**
6. Participation in the courses offered by other departments :

<b>Dept.</b>	<b>Name of Open course</b>
<b>Botany</b>	<b>Eco Tourism</b>
<b>Mathematics</b>	<b>applicable mathematics</b>
<b>Physics</b>	
<b>Chemistry</b>	
<b>English</b>	
<b>Physical education</b>	

7. Courses in collaboration with other Universities/ industries/foreign institutions : **NIL**
8. Details of programmes discontinued with reasons: **NIL**

9. Number of teaching posts : **09**

	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	01	01
Assistant Professors	07	07
Part time Law Lecturers	01	01

10. Faculty profile with name, qualification, designation, specialization

- **Dr. D. Gangadathan Nair** M. Com., M. Phil., Ph. D. Associate Professor
- **Sindhu V.** M.Com., B.Ed., NET Assistant Professor
- **Pradeep. K. G.** M. Com., M. Phil.,  
M. B. A., NET ”
- **Karthika K.** M.Com., PGDHRM,  
PGDJ, ”
- **Reshma Pillai S.** M. Com., M.Phil., NET ”
- **Krishna Kumari A.** M. Com., M.Phil., NET ”
- **Sangeetha Achuthan** M.Com., NET ”
- **Veena S. Kumar** M.Com., NET ”

11. List of senior visiting faculty : **NIL**

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty : **NIL**

13. Student -Teacher Ratio (programme wise)

**B. Com. 21:1**

**M. Com. 4:1**

14. Number of academic support staff and administrative staff; sanctioned and filled: **NIL**

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.

<b>Dr. D. Gangadathan Nair</b>	<b>M. Com., M. Phil., Ph. D.</b>	<b>Associate Professor</b>
<b>Sindhu V.</b>	<b>M.Com., B.Ed., NET</b>	<b>Assistant Professor</b>
<b>Pradeep. K. G.</b>	<b>M. Com., M. Phil., M. B. A., NET</b>	<b>”</b>
<b>Karthika K.</b>	<b>M.Com., PGDHRM, PGDJ, NET</b>	<b>”</b>
<b>Reshma Pillai S.</b>	<b>M. Com., M.Phil., NET</b>	<b>”</b>
<b>Krishna Kumari A.</b>	<b>M. Com., M.Phil., NET</b>	<b>”</b>
<b>Sangeetha Achuthan</b>	<b>M.Com., NET</b>	<b>”</b>
<b>Veena S. Kumar</b>	<b>M.Com., NET</b>	<b>”</b>

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received :

**NIL**

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received :

**NIL**

18. Research Centre /facility recognized by the University :

**NIL**

19. Publications:

a) Publication per faculty

- **Anil Kumar V V**
  1. Financial Awareness of customers of The district co operative Banks in Kerala A study
  2. Financial Service Inclusion or exclusion of District co operative Banks in Kerala – An application of Factor Analysis and MANOVA



** ** * Books Edited	: <b>NIL</b>
** ** * Books with ISBN/ISSN numbers with details of publishers	: <b>NIL</b>
** ** * Citation Index	: <b>NIL</b>
** ** * SNIP	: <b>NIL</b>
** ** * SJR	: <b>NIL</b>
** ** * Impact factor	: <b>NIL</b>
** ** * h-index	: <b>NIL</b>
20. Areas of consultancy and income generated	: <b>NIL</b>
21. Faculty as members in	
a) National committees b) International Committees c) Editorial Boards....	: <b>NIL</b>
22. Student projects	
a) Percentage of students who have done in-house projects including inter departmental/programme	: <b>100%</b>
b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies	: <b>60%</b>
23. Awards / Recognitions received by faculty and students	:

### **Faculties**

1. **D. Gangadathan** – Has been Awarded the Best Paper Award for presenting paper in 2 Day international Seminar Conducted by RDA Rajasthan.

2. **Pradeep.K.G, Karthika K. – Acted as Additional Chief examiner for MG university Off Campus Examination May 2014**
3. **Prof. V. V. Anilkumar has been awarded Ph. D. by MG University, Kottayam**
4. **Prof. D. Gangadathan has been awarded Ph. D. by MG University, Kottayam**
5. **Sri. Rajasekharan and Jagadeesh chandran were promoted as Principals**

### Students

1. **Lakshmi B. II B. Com. :- Keralanatanam, First with A grade, MG University 2012-13**
  2. **Lakshmi B, II B. Com. :- Bharathanatyam, A grade, MG University 2012-13.**
  3. **Salvy Mathew:- Malayalam Padhya Parayanam, A grade, MG University 2011-12.**
24. List of eminent academicians and scientists / visitors to the department :
1. Natarajan, HOD Dept. of Commerce SD College Alappuzha
25. Seminars/ Conferences/Workshops organized & the source of funding
- a) National : **NIL**
  - b) International : **NIL**
26. Student profile programme/course wise:
- | Name of the Course    | <b>B.Com.</b> |            | <b>M. Com.</b> |            |
|-----------------------|---------------|------------|----------------|------------|
| Applications received |               |            |                |            |
| Selected              |               |            |                |            |
| Enrolled *M *F        | <b>*M =</b>   | <b>*F=</b> | <b>*M =</b>    | <b>*F=</b> |
| Pass percentage       |               |            |                |            |

## 27. Diversity of Students

Name of the Course	<b>B.Com.</b>	<b>M. Com.</b>
% of students from the same state	100%	100%
% of students from other States	nil	nil
% of students from abroad	nil	nil

## 28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ?

Yes,

KAMAL	JRF	UGC	Commerce
-------	-----	-----	----------

## 29. Student progression

<b>Student progression</b>	<b>Against % enrolled</b>
UG to PG	90
PG to M.Phil.	05
PG to Ph.D.	0
Ph.D. to Post-Doctoral	0
Employed	
• Campus selection	0
• Other than campus recruitment	20
Entrepreneurship/Self-employment	70

## 30. Details of Infrastructural facilities

a) Library : YES

- b) Internet facilities for Staff & Students : **YES**
- c) Class rooms with ICT facility : **01**
- d) Laboratories : **YES**
31. Number of students receiving financial assistance from college, university, government or other agencies : **NO**
32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts :
33. Teaching methods adopted to improve student learning : **PPT presentation**
34. Participation in Institutional Social Responsibility (ISR) and Extension activities : **NIL**
35. SWOC analysis of the department and Future plans

#### Strengths

- Highly Qualified, fully dedicated teaching faculty.
- Almost all the faculty members are young
- High pass percentage
- Research oriented teaching Faculty

#### Weakness

- Transportation facility to reach the college is poor
- No hostel facility is provided to the students
- Majority of the students hails from the poor financial background
- Communication skill of the students are not up to the mark

### Opportunities

- Highly demanded course
- Availability of well qualified students
- The course provides a multi disciplinary

### Threats

- Self financing institutions in the nearby locality

### Future plans

- To publish more and more papers by the faculty
- Equip the students to face competitive examinations and interviews
- To conduct Seminars in every year
- To implement extension programmes
- To conduct remedial courses for the slow learners and students hailing from backward areas.

### **POST-ACCREDITATION INITIATIVES.**

**[Instructions by the previous NAAC Peer Team to overcome the shortcomings of the college & the remedial actions carried out by the college]**

- Feedback from students regarding course structure in view of job opportunity needs special attention.
  - √. Course structuring is under the purview of the University, but the faculty members in different bodies of the University have given their feedback to the University in this regard. Further a lot of enrichment and certificate courses including NET coaching are already introduced in the college by all the departments as listed in the Self Study Report.
- Special efforts are needed to secure funding from the government, public sector and private organisations.
  - √. The college PTA has generated Rs.4524500/- during the last five years and utilized the same for the Institution.
- The college may take lead in recommending to the university to update the curricula so as to make it job oriented and student friendly.
  - √. The members of the faculties of the college who are in the Board of Studies of the University have played a remarkable role in the curriculum re-structuring of the Choice Based Credit & Semester System introduced by the college.
- The teachers may be impressed upon to conduct research in their areas of specialization for which funding is available from various agencies.
  - √. The college research promotion council encourages one and all to conduct research and already 13 members of the faculty are awarded with PhD and two have submitted

their thesis. Faculty members are doing Ph.D on part-time basis. The details of the research publications and project proposals are attached in the Self Study Report.

- For vertical mobility of students, efforts may be made by the college to start PG Classes in the remaining subjects.

√. M.A. English Language and Literature programme commenced in the year 2013 and it is gratifying that 7 B.A students from this institution are studying for their PG now in this college.

- There is need for considering an increase in the number of teaching days so as to improve overall quality of the teaching, research and extension activities.

√. All measures are taken by the college council to ensure sufficient number of teaching days and last year the college had 179 teaching days. All the teachers engage classes on Saturdays and Zero hours whenever completion of the syllabus and other enrichment programmes demand such additional classes.

- It is better to take initiative for making existing courses applied in nature by introducing some component of applied nature such as Mass Communication for language courses.

√. The college has one vocational (model II) B.A. English programme.

- There is need to increase the number of books in the College Library and equipments in the departmental labs.

√. The College Library is fully automated with 'Grantha' software, enables e-journals and internet facility for the students. Department labs have already purchased sufficient equipments.

- The college should depute teachers for required training (i) in handling the Language laboratory and teaching Phonetics (to the CIEFL,Hyderabad),(ii) in handling the Computer Laboratory.

√. The college is eager to avail Language Lab Training as and when opportunities are available at CIEFL, Hyderabad. However, a good number of our faculties are equipped with sufficient knowledge in handling computer and teaching-learning softwares, thanks to the IT Oriented Orientation Programs conducted by Academic Staff Colleges.

- Computer Education and knowledge of Information Technology are a must these days. So the college may conduct evening classes to teach these subjects to students, staff and faculty.

√. The college computer lab provides adequate facilities for computer training for teachers, non-teaching staff and the students of the college.

- Students are rather poor in expression. So special classes in developing communication skills may be conducted twice in a week, and a teacher may be specially trained to engage these classes.

√. Special sessions for communication skills in English are taken for the first year students of the college in the college Language Lab.

- The Peer Team found that most of the departmental records pertaining to tests, tutorials, staff, group discussions, extension activities, etc. have been introduced recently. The Peer Team strongly recommends that these practices must be continued in the same earnestness in which they have been prepared.

√. The college IQAC has taken all the measures to keep the records proper and intact in the various departments of the college. IQAC has provided all the departments with three registers, a. Department Activity Register, b. Student Track Record and c. Teachers Diary so as to register all the needed data in the departments.



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No .....

Date.....

**Declaration by the Head of the  
Institution**

**I certify that the data included in this Self-study Report (SSR) are true to the best of my knowledge.**

**This SSR is prepared by the institution after internal discussions, and no part thereof has been outsourced.**

**I am aware that the Peer team will validate the information provided in this SSR during the peer team visit.**

  
Signature of the

**Head of the institution with seal:  
- PRINCIPAL  
S.V.R. N.S.S. College  
T.P. Puram P.O., Vazhoor**

**Place:**

**Date:**