The Annual Quality Assurance Report (AQAR) of the IQAC

AQAR for the year 2015-2016

Part – A

1. Details of the Institution

1.1 Name of the Institution

> MARY MATHA ARTS & SCIENCE COLLEGE, MANANTHAVADY

1.2 Address Line 1

> VEMOM P O

Address Line 2

> MANANTHAVADY

City/Town

> WAYANAD

State

> KERALA

Pin Code

> 670645

Institution e-mail address

> mmcmtdy@gmail.com

Contact Nos.

> 04935-241087, 243087

Name of the Head of the Institution:

> Dr SAVIO JAMES V

Tel. No. with STD Code:

> 04935 241087

Mobile:

> 9400381087

Name of the IQAC Co-ordinator:

Dr P K PRASADAN

Mobile:

09847803136

IQAC e-mail address:

iqacmmc@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*

KLCOGN12613

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

EC/ 38/101 Dated 02/02/2006

1.5 Website address:

www.marymathacollege.org

Web-link of the AQAR:

http://marymathacollege.org/iqac/reports

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B++	83.5%	2006	2006-11
2	2nd Cycle	A	3.02	2014	2014-19
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC :   DD/MM/YYYY

02/03/2006

1.8 AQAR for the year*)*

2015-16

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

    i.   **AQAR 20/10/2014 (2013-14)**
    ii.   **AQAR 30/09/2015 (2014-15)**

1.10 Institutional Status

University   State ☐ Central ☐ Deemed ☐ Private ☐

Affiliated College   Yes [√] ☐

Constituent College   Yes ☐ No ☐

Autonomous college of UGC Yes ☐ No ☐

Regulatory Agency approved Institution   Yes ☐ No ☐

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

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

                   Urban ☐ Rural [√] Tribal [√]

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

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

1.11 Type of Faculty/Programme

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

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others   (Specify)   .   Nil

1.12 Name of the Affiliating University *(for the Colleges)*

KANNUR UNIVERSITY

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

Autonomy by State/Central Govt. / University

NA

University with Potential for Excellence

NO

UGC-CPE

NO

DST Star Scheme

NO

UGC-CE

NO

UGC-Special Assistance Programme

NO

DST-FIST

NO

UGC-Innovative PG programmes

NO

Any other (*Specify*)

NO

UGC-COP Programmes

Nil

2. IQAC Composition and Activities

2.1 No. of Teachers

08

2.2 No. of Administrative/Technical staff

01

2.3 No. of students

02

2.4 No. of Management representatives

01

2.5 No. of Alumni

01

2. 6 No. of any other stakeholder and

01

community representatives

2.7 No. of Employers/ Industrialists | 01 |

2.8 No. of other External Experts | 02 |

2.9 Total No. of members | 17 |

2.10 No. of IQAC meetings held   28

2.11 No. of meetings with various stakeholders: No. | 53 | Faculty | 21 |

Non-Teaching Staff Students | 15 | Alumni | 9 | Others | 8 |

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

If yes, mention the amount | |

2.13 Seminars and Conferences (only quality related)

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

Total Nos. | 7 | International | | National | | State | | Institution Level | 7 |

(ii) Themes | Enhancing the overall quality of the institution |

2.14 Significant Activities and contributions made by IQAC

- We prepare Academic Calendar which consists the details of teaching schedule, curricular and co curricular activities and the schedule of internal examinations.

- The Institution communicates its quality assurance policy, mechanisms and outcomes to various stakeholders through the College website, College Calendar, College Prospectus, and meetings at different levels.

- In the beginning of the Academic year, an orientation for the first year students and parents was conducted by the IQAC.

- A Quality Enhancement Training Programme was organised for the teaching staff.

- A Skill Development Programme for the administrative staff was organised by the IQAC.

- IQAC organised various seminars and workshops in collaboration with the departments.

Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
1. Interacting with Heads of Departments	1. Better clarity in the implementation of curricular and co curricular programmes at the department levels.
2. Interacting with Mentors and Class Representatives	2. Mentoring system has been made very effective in all Departments. Greater coordination and rapport among the stakeholders.
3. Interacting with Research and Development Cell	3. Research and Development Cell initiated activities to improve the research ambience on the Campus.
4. Improve placements and career opportunities	4. IQAC in collaboration with the Career Guidance and Placement Cell initiated talks with various companies and agencies.
5. Conduct an external audit every 3 years and an internal audit every year (Academic Audit).	5. All departments conducted Annual Internal Academic Audit.
6. Promoting ICT enabled Teaching-Learning Processes.	6. Traditional seminar presentations were replaced by PowerPoint presentations.
7. Ensuring the contributions of Parent Teacher Association (PTA) in the enrichment of academic activities.	7. PTA played an active role in all the activities of the College. Class PTA meetings were conducted on a regular basis.
8. Ensuring the preparation and monitoring of the Annual Curricular and Co curricular Plan	8. Every teacher prepared teaching plans in the beginning of the academic year. The department Heads monitored and ensured its implementation. There were evident qualitative changes in the teaching learning

9. Ensuring students' Participation in Decision Making	processes and student support activities. 9. Internal Communication in the Institution has been greatly improved.

* Attach the Academic Calendar of the year as Annexure.

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

Management √   Syndicate ☐   Any other body ☐

Provide the details of the action taken

Decisions Taken	Status of Implementation
To explore the possibilities of procuring financial support from various funding agencies	An amount of Rs. 1633500 has been received from UGC during the XII Plan apart from the research fund received from funding agencies like DST, KSCSTE , UGC, etc.
To improve the library facilities including infrastructure.	A project proposal for an amount of Rupees One Crore was submitted to UGC for the construction of a new two storied library block.
To start the construction work of the new block.	The plan for the staff quarters-cum-guest house complex got approved and the foundation stone was laid.
To commission the IGNOU Centre in the College.	Centre was inaugurated on 11 June 2015.
To get sanctioned more academic programmes by the University.	Application was forwarded to Kannur University for sanctioning UG Programme in Botany and PG Programmes in English, Commerce and Zoology.
To explore the possibility of getting the public transport facility extended to the College Campus.	PTA Executive Committee members contacted the bus operators for more buses plying during the rush hours.
To improve the security system of the campus.	A full time security personnel was appointed.
To ensure a peaceful student friendly campus and to avoid malpractices in examination.	CCTV cameras were installed in the common places and examination halls.

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	2	0	0	0
PG	2	0	1	0
UG	7	0	1	3
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	0	0	0	0
Others	Nil	Nil	Nil	Nil
Total	11	0	2	3

Interdisciplinary	0	0	0	0
Innovative	0	0	0	0

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

Pattern	Number of programmes
Semester	9
Trimester	0
Annual	0

1.3 Feedback from stakeholders* Alumni [√] Parents [√] Employers [√] Students [√]
   (On all aspects)

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

* See Annexure II Attached.

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

> Syllabi of all UG programmes were revised by the Affiliating University in 2013-14 to be implemented in the academic year 2014-15. By being members of academic bodies like Boards of Studies, Academic Council etc of Kannur University, almost all senior faculty members actively involved in the syllabus revision and for that the feedback obtained from various stakeholders was utilized to the maximum extent.

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

NO

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of
permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
25	12	13	0	0

2.2 No. of permanent faculty with Ph.D.

13

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
	01								01

2.4 No. of Guest and Visiting faculty and Temporary faculty

21

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	01	10	10
Presented papers	02	03	0
Resource Persons	0	05	02

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

We have adopted various innovative programs to stimulate the creativity and learning skills of the student community.
- Mathematical and Science Model Making Competitions.
- Investor Awareness Programme, Mastermind Quiz Program.
- Documentary show.
- National workshops and seminars were conducted by the Departments of Computer Science and Zoology.
- Soil analysis tests were conducted by our students in the Soil Test Laborartory at Mananthavady.
- Industrial visits were organised for the students of Deprtments of Commerce and Chemistry.
- Students participated in many literary fests organised by other institutions.
- Department of English organised a seminar and poetry fest.

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

170

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

Institution is bound to follow the guidelines stipulated by the affiliating University regarding evaluation. However, for internal examination, innovative methods like open book test, oral test etc. are used.

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

09 BOS

03 Doctoral Committee

01 Advisory Board

2.10 Average percentage of attendance of students

83%

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA Functional English	35	8.57	48.57	11.42	17.15	**85.71**
BSc Mathematics	33	60.60	27.27	9.09	Nil	**97**
BSc Zoology	31	74.19	12.9	9.67	Nil	**96.77**
BSc Computer Science	30	10	64	16	Nil	**90**
B Com	46	17.39	65.21	8.69	6.52	**97.8**
M Sc Computer Science	16	18.75	62.5	6.2	Nil	**87.5**
BSc Chemistry	28	53.57	39.28	7.14	Nil	**100%**
MSc Maths	11	45.45	27.27	Nil	Nil	**72.7**

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

- The members of the College Council and IQAC brought out the modified Academic Plan in the beginning of the Academic Year.
- IQAC along with the HoDs ensured the further implementation of all academic activities.
- An evaluation meeting was conducted at the end of the year.
- The suggestions and plans for the academic activities for the coming year were discussed.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	02
UGC – Faculty Improvement Programme	01
HRD programmes	00
Orientation programmes	01
Faculty exchange programme	0

Staff training conducted by the university	00
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	00
Others (Course work)	01

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	16	0	0	0
Technical Staff	1	0	0	0

Criterion – III

3. Research, Consultancy and Extension

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

- Research Committee functioning in the college monitors and addresses the issues related to research and thus create a research culture in the institution. The Committee motivates the faculty to promote research and coordinate research activities of different departments.

- IQAC encourages the faculty members to attend national and international seminars and workshops which enable them to equip with advanced research in different fields. They are also encouraged to attend seminar and workshops as resource persons to contribute to the existing knowledge and enrich academics.

- IQAC encourages the teachers to get actively involved in the popularization of science programmes being organized within and outside the campus. Many teachers of this institution are Resource Persons in different areas of knowledge.

- IQAC encourages its staff to engage in interdisciplinary and interdepartmental research activities and resource sharing. In spite of the limitations of an undergraduate College and with only two Research Centres, the Institution ensures optimal use of various equipment and research facilities of the Institution by staff and students.

- IQAC encourages the teachers to undertake research projects sponsored by UGC, KSCSTE DST, and other funding agencies.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	2	1	Nil	2
Outlay in Rs. Lakhs	Rs. 30,77,660 Rs 8,22,800	1928000		

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	4	2	1	2
Outlay in Rs. Lakhs	270000		270000	

3.4   Details on research publications

	International	National	Others
Peer Review Journals	18	14	01
Non-Peer Review Journals	00	03	00
e-Journals	00	00	00
Conference proceedings	00	00	00

3.5 Details on Impact factor of publications:

Range 0.5-   Average   h-index 28   Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	3 years	KSCSTE	1928000	Nil
Minor Projects	2 years	UGC	270000	
Interdisciplinary Projects	NA	NA	NA	NA
Industry sponsored	NA	NA	NA	NA
Projects sponsored by the University/ College	NA	NA	NA	NA
Students research projects *(other than compulsory by the University)*	NA	NA	NA	NA
Any other(Specify)	NA	NA	NA	NA
Total	NA	NA		

3.7 No. of books published   i) With ISBN No.   1   Chapters in Edited Books

ii) Without ISBN No.   3

3.8 No. of University Departments receiving funds from

UGC-SAP Nil   CAS Nil   DST-FIST Nil

DPE Nil   DBT Scheme/funds Nil

3.9 For colleges   Autonomy Nil   CPE Nil   DBT Star Scheme Nil

INSPIRE   CE Nil   Any Other (specify) Nil

3.10 Revenue generated through consultancy   NIL

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number		01			18
Sponsoring agencies		UGC			

3.12 No. of faculty served as experts, chairpersons or resource persons   13

3.13 No. of collaborations   International   Ni   National   01   Any other   Ni

3.14 No. of linkages created during this year   Nil

3.15 Total budget for research for current year in lakhs :

From Funding agency [   ]   From Management of University/College [   ]

Total   [   ]

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
Nil		01				

3.18 No. of faculty from the Institution   5
who are Ph. D. Guides
and students registered under them   15

3.19 No. of Ph.D. awarded by faculty from the Institution   2

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

JRF 2   SRF Nil   Project Fellows Nil   Any other

01 DST INSPIRE

3.21 No. of students Participated in NSS events:

University level Nil   State level Nil

National level Nil   International level

3.22 No. of students participated in NCC events:

University level Nil   State level 34

National level 15   International level Nil

3.23 No. of Awards won in NSS:

University level Nil   State level Nil

National level Nil   International level Nil

3.24 No. of Awards won in NCC:

University level Nil   State level 03

National level 01   International level Nil

3.25 No. of Extension activities organized

University forum Nil   College forum Nil

NCC 07   NSS 03   Any other Nil

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

- Visit to Karunya Bhavan at Kartikkulam

- Blood donation camp

- Tree plantation

- Organic farming and cultivation of vegetables on the College campus

- Palliative training

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	18 Acres	Nil	Nil	18 Acres
Class rooms	24	01	NA	25
Laboratories	07	Nil	NA	07
Seminar Halls	02	Nil	NA	02
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	10	Nil	NA	10
Value of the equipment purchased during the year (Rs. in Lakhs)	Nil	Nil	NA	NA

4.2 Computerization of administration and library

LIBRARY.
- Automation of the Library is completed with KOHA Software.
- The Borrower Facility is completely computerized with Bar Code Reader for book issue and return. The use of ID Cards adds further security.
- The books are housed in well maintained stacks.
- Internet facility is provided to all students and faculty in the library, free of cost.
- Nine Systems are set apart in NRC for students and staff.
- Two Systems are provided exclusively for the Catalogue Search (OPAC) in the Library.
- Students have access to Library and Internet from 9am to 4.30 pm.
- Access to INFLIBNET is made available.
- The library has an Open Access System

ADMINISTRATION

- Single Window Admission Process
- SPARK—Online Billing System
- Students Information System
- Computer Aided Evaluation System
- Online Government Scholarship Processing

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Books	13905	4863732	139	278667	14044	5142399
Reference Books	1032	10,32,000	0	0	1032	10,32,000
e-Books	Nil	Nil	Nil	Nil	Nil	Nil
Journals	20	90703	--	5111	---	95814
e-Journals	Nil	Nil	Nil	Nil	Nil	Nil
Digital Database	Nil	Nil	Nil	Nil	Nil	Nil
CD & Video	Nil	Nil	Nil	Nil	Nil	Nil
Others (popular magazines)	10	10,000	Nil	Nil	10	10,000

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	140 PC 12 Lap top	83	Facility in all computers	18 in NRC	NA	5 desktops 2 laptops	35 (Class rooms + Staff rooms)	09 (Man ager, Princ ipal, Libra ry, Offic e, AVR , IQA C
Added	2	0	In all computers					
Total	154	83		18		7	35	09

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

1

4.6 Amount spent on maintenance in lakhs :

i) ICT

40,300

ii) Campus Infrastructure and facilities

1,39,712

iii) Equipments

8,826

iv) Others

5,35,157

Total :

7,23,995

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Orientation is given to freshers about the facilities provided by the College, the various curricular, co curricular and extra-curricular programmes and about the different associations, forums and the clubs.

- The College Calendar/Handbook provides the students the details of the Student Support Facilities and Programmes.

- College website, common notice boards and Department notice boards, bulletin boards of Clubs and Associations, public announcement systems, class wise announcements are used to pass on the information regarding Student Support Programmes.

- Periodical class PTA meetings also serve the purpose.

- Mentoring and Personal Counselling encourage the students to make use of the Student Support Services effectively.

5.2 Efforts made by the institution for tracking the progression,

- Continuous evaluation through test papers, assignments and seminars.
- Weaker students are given personal attention.
- Brighter students are encouraged to participate in seminars, symposia and quiz competitions conducted by other Institutions.
- Formal and Informal Feedback on student performance to parents.
- Effective Mentoring and Personal Counselling.
- Career guidance for Students.
- Departmental Alumni Associations keep track of the progress made by alumni.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
695	68	18	

(b) No. of students outside the state

0

(c) No. of international students

Nil

Men

No	%
269	35.3

Women

No	%
494	64.7

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
452	35	52	164	2	704	464	43	63	189	04	763

Demand ratio   5154: 763   Dropout % 0.5

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

- The College has a Career Guidance and Placement Cell.
- The Career and Guidance Cell of the College regularly conducts Coaching Classes for entry into various services. The Programme has been partially funded by UGC.
- The Institution provides Academic Counselling, mainly through the Mentoring System.
- The Institution offers training programmes in Communicative English and Computer Literacy for the students.
- The Entrepreneurship Club functioning in the College:
  - ➢ creates awareness about the need of entrepreneurship in Kerala
  - ➢ develops entrepreneurial skill among the students through Lectures and Workshops on Entrepreneurship
  - ➢ makes arrangements for interactions with successful Entrepreneurs in the State
  - ➢ promotes students attending Seminar/Workshops on Entrepreneurship organized by various Institutions.

No. of students beneficiaries   719

5.5 No. of students qualified in these examinations

NET	SET/SLET	GATE	CAT
23	65	04	Nil

IAS/IPS etc	State PSC	UPSC	Others
Nil	Nil		

5.6 Details of student counselling and career guidance

Career Guidance Cell

- The College has a Career Guidance and Placement Cell (CGPC) which functions with the following objectives:

  - To provide employment information.

  - To provide information on various courses of higher studies in India and abroad.

  - To render vocational guidance to students individually and in groups.

  - To acquaint the students about Self – Employment Programmes.

  - To assist students looking for international placements.

  - To motivate and counsel students about industry practices to make them equipped to meet the challenges in the job market.

  - To orient the students for prospective entrance examinations, interviews, group discussions etc.

  - To organize Workshops and Seminar on latest trends.

  The Career Guidance and Placement Cell

- has a structured mechanism to cater to the career requirements of students.
- has a furnished room with Internet connectivity and study materials (Books, CDs, Printed Notes, and Model Question Papers etc.).
- conducts weekly training classes for Competitive Exams like Bank Clerical, Probationary Officers, MAT, PSC Tests etc.
- conducts Model Tests, Group Discussions and Mock Interviews.
- arranges Campus Placement drives.

Counselling:

- There is a Professional Counsellor on campus in addition to the teacher-Counsellors to address the psychosocial issues of the needy students.
- Academic Counselling is given mainly through the Mentoring System which functions effectively in the College
- The Women's Cell of the College offers counselling to girl students

No. of students benefitted   719

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
02	47	11	0

5.8 Details of gender sensitization programmes

The College ensures equal representation of female students in various programmes, committees and the Students' Union. There is fifty percent reservation for female students in the Class Representative Council of the College Union. Gender sensitization is inherently incorporated into all our activities. In addition, awareness programmes are organised.

Women's Cell of the College monitors the welfare and activities of the girl students and organises various programs.

5.9 Students Activities

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

State/ University level   78   National level   17   International level   Nil

No. of students participated in cultural events

State/ University level   80   National level   Nil   International level   Nil

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

Sports : State/ University level   26   National level   Nil   International level   Nil

Cultural: State/ University level   7   National level   Nil   International level   Nil

5.10 Scholarships and Financial Support

	Number of	Amount

	students	
Financial support from institution	36	30000
Financial support from government	119	---
Financial support from other sources	Nil	Nil
Number of students who received International/ National recognitions	Nil	Nil

5.11   Student organised / initiatives

Fairs   : State/ University level | Nil | National level | Nil | International level | Nil |

Exhibition: State/ University level | Nil | National level | Nil | International level | Nil |

5.12   No. of social initiatives undertaken by the students | 02 |

5.13 Major grievances of students (if any) redressed: 12

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: Holistic development of students with a sound intellectual, physical, psychological, emotional and spiritual maturity that will pave the way for a truly democratic, secular and equitable social order

6.2 Does the Institution has a management Information System

The Institution has a Management Information System and its details are published in the College Calendar and website.

- The Board of Governors (BOG) is the highest hierarchical body of the Institution which comprises of sixteen members including the Patron, the Manager (President of the BOG), the Principal (Secretary to the BOG), the Deputy Director of the Collegiate Education, the Co-ordinator of the IQAC, Representatives of the Faculty, Local Self Government Bodies and other Stakeholders.

- In consultation with the Board of Governors, the IQAC prepares Academic and Infrastructure Master Plan and places them before the respective committees— the Infrastructure Development Committee (IDC), and the College Council (CC) for discussion and recommendation for implementation. The IDC comprises of the Manager as the Co-ordinator and the Principal, IQAC Co-ordinator, Co-ordinator of UGC Projects, Office Superintendant and Heads of all Departments, Complementary, Second Languages and Physical Education Departments as members.

- The Parent Teacher Association comprising a hierarchical structure of the Executive Committee, Representative Council and General Body plays an important role in the policy making and implementation.

- As per the recommendations of these committees, the Institution implements its quality policy and plans.

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

6.3.1   Curriculum Development

- Teachers having membership in various bodies like Faculty of Science, and Languages, and Board of Studies directly participate in Curriculum development at the University level.
- At the institutional level the following steps are taken:
    o In the beginning of each Semester the Principal convenes meetings of the HODs and discuss the curriculum and its implementation.
    o At the Department Level, the prescribed Curriculum is discussed in detail by the HODs.
    o It is the responsibility of the individual teachers to see that the Curriculum is implemented effectively in the classroom.
    o Periodic Monitoring and Evaluation is done at the Department Level.
    o The Institution gets feedback from the stakeholders every year regarding curriculum and relevant suggestions are intimated to the Bodies concerned.

6.3.2 Teaching and Learning

Specific strategies of teaching and learning are formulated both at the College level and Department level. The College Council designs the Academic Calendar with the assistance of all the stakeholders and gives general guidelines. The Management, by providing state of art infrastructural facilities, supports the teaching and learning process of the College.

College level

- Monitoring the Diary of Academic Work.
- Monitoring ICT enabled teaching and the facilities in the Library, NRC, Digital/Smart Classrooms, Audiovisual Hall and Language Lab.
- Conducting Certificate Courses and Career-oriented Programmes
- Orientation and Induction programmes for the freshers.
- Formal and Informal feedback on student performance to parents.
- Monitoring government sponsored programmes like WWS, SSP, ASAP.
- Effective Mentoring and Personal Counselling
- Interactive Sessions /Workshops/Discussions with Experts/Academicians/Alumni

Department level:

- Bridge Course for first year UG students
- Identifying and Categorizing the newly admitted students into Advanced, Average and Slow Learners
- Peer-group Learning in which Advanced Learners are grouped with Slow Learners
- Remedial Classes to Slow Learners, and challenging assignments, encouragement for participating in competitions for Advanced Learners
- Experiential Learning through experiments, student projects, field trips, study tours, interaction with the tribal community, visit to national

6.3.3 Examination and Evaluation

- With the introduction of CBCSS by the University, we have a rigorous and transparent Internal Evaluation System in place. The various components in the system are: Periodic Test Papers, Assignments, Seminars and regularity in Attendance as envisaged in the Academic Calendar.

- The College maintains detailed record for such internal marks and sends the consolidated marks to the University for the Final Result Sheet Preparation by the University.

- The insights derived from the feedback of the stakeholders are made use of in designing the Annual Academic Plan of the forthcoming year. Career Guidance, Classroom Interaction, Group Discussion, Remedial Courses, Seminar Presentation & Project Work, Assignment, etc. are a few examples to cite.

- At the end of every academic year the Principal and the teaching faculty meet for an evaluation of the academic, co-curricular and extra-curricular activities of the year. Schedules for Teaching, Conduct of Examinations, Conduct of Seminars, Workshops, and other curricular, co-curricular and extra-curricular activities of the year are critically evaluated and each faculty presents before the community their suggestions for the betterment and plans for major academic and other Programmes for the next year.

6.3.4 Research and Development

> IQAC and Research Advisory Committee:
> - Ensures research promotion in the College so as to inculcate a research culture in the Campus.
> - Encourages Departments to take initiative to establish Research Centres.
> - Motivates teachers to take up Research Projects, to publish Research Papers and to obtain Research Degrees.
> - Encourages teachers to organize Seminars/Workshops/Conferences etc. in each Department.
> - Encourages teachers to attend Seminars/Workshops/Conferences etc. organized by other institutions.
> - Provides supporting Infrastructure Facilities.

6.3.5 Library, ICT and physical infrastructure / instrumentation

The Library Advisory Committee effectively monitors the functioning of the library and new facilities are provided and the existing facilities are updated every year:
- Automation and updating of library software (KOHA) with fully computerised borrower facility.
- The Network Resource Centre provides ample opportunities for the academic community to explore resources like N-LIST and INFLIBNET.
- The faculty and researchers in the Institution utilize the Internet facilities for Green Open Access Publication and downloading Open Access Journals.
- Library provides open access facility to all students.

ICT enabled teaching is promoted to enhance teaching effectiveness, (a) by providing smart classrooms and corresponding facilities (b) by encouraging teachers to make use of these facilities.

- ICT enabled Classrooms.
- Free Internet access in all Staff Rooms and Network Resource Centre through NMEICT scheme (National Mission on Education through Information and Communication Technology).
- Each department is provided with a NETBOOK and a Digital Camera.
- Collection of digital materials and videos.

The Infrastructure Committee monitors the construction, renovation and maintenance of the infrastructure facilities.

The College procures equipments/ instruments on the recommendation of the Departments and monitors their annual maintenance.

6.3.6 Human Resource Management

- **Human Resource Management**

The following are the quality improvement strategy of the Institution for human resource Management:

- Maintenance of operational autonomy, academic democracy and decentralized governance system in order to promote quality culture at every level.
- Inclusion of representatives from all stakeholder groups in the decision taking bodies
- Maintenance of participative working culture to ensure the empowerment of academic and administrative teams.
- Promoting the faculty to attend orientation/refresher Programmes, seminars, workshops, expert lectures etc.
- Providing opportunities for skill development to administrative staff
- Providing better infrastructure facilities and academic environment to retain the quality teachers

6.3.7 Faculty and Staff Recruitment

The process of recruitment of Teaching and administrative is made strictly adhering to the rules and norms stipulated by the Kerala State Govt, Affiliating University and University Grants Commission. The College Management never compromises on quality of Teaching and Administrative Staff, right from their appointment.

6.3.8 Industry Interaction / Collaboration

The College promotes Institute-Industry Interface through various programs like internships and visits to Institutes and Industries.
- Computer Science: Software Companies and Hardware Industries
- English: News Papers, Publishing Companies, Audio and Visual Media
- Mathematics: Software Companies
- Chemistry: Chemical Industries
- Commerce: Business Establishments/Small Scale Industries
- Zoology: Sericulture/Aquaculture/Apiculture and other Industries
- Physics: Electronic and Electrical Equipment Industries

The Entrepreneurial Club conducts programmes to develop entrepreneurial skills among the students.

6.3.9   Admission of Students

- The College follows Kannur University Single Window admission process for UG programmes.
- The Admission Committee, constituted according to the rules and regulations laid down by the University, comprising of the Principal, Nodal Officer, Heads of all Major Departments and the Office Superintendent monitors the admission process.
- The norms and guidelines of the Government and the University, including reservation for socially backward and differently-abled persons are strictly followed.
- The admissions to Management Quota and Community Quota are managed by the College following the regulations of the University. Provisional Merit Lists of these admissions are displayed on the Notice Board and the College website to ensure transparency.
- The applicants can verify the list and are given a chance to get it rectified if there is a discrepancy within a stipulated time as per University Norms.

6.4 Welfare schemes for

No	Welfare Schemes of the Govt.	% of the Staff Benefitted	
		Academic	Administrative
1	Provident Fund	100	100
2	General Life Insurance Scheme (GLIS)	100	100
3	State Life Insurance (SLI)	100	100
4	Accident Insurance	100	100

5	Commuted Leave	100	100
6	Leave Surrender Facility	100	100
7	Maternity Leave	4	0
8	Paternity Leave	0	0
9	Special Casual Leave for Rabies and Communicable Diseases	0	0

6.5 Total fund generated

47983356

6.6 Whether annual financial audit has been done   Yes   √   No   ☐

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	NAAC	Yes	University
Administrative	Yes	NAAC	Yes	Management

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

For UG Programmes   Yes [   ]   No [√]

For PG Programmes   Yes [   ]   No [√]

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

> The institution being an affiliated college under Kannur University cannot make any examination reform on its own. But suggestions made through the faculty members of our college in various university bodies are considered in the board meetings for examination reforms.

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

> The institution being an affiliated college under Kannur University does not have academic autonomy, but limited autonomy is given in:

6.11 Activities and support from the Alumni Association

Luminous Alumnus Circle

1. The Association organizes Annual Alumni Meet on 26th December every year.
2. The resourceful alumni are invited to the Institution and share their valuable experience with the academic community so that the current trends are made known to both the students and teachers.
3. Financial assistance to poor students from the well settled alumni
4. Financial support to alumni for medical purposes
5. Utilises the possibilities of Social Network Sites to strengthen the activities of the alumni association.
6. Feedback from the alumni is better utilized in the planning and designing of infrastructure and Academic Master Plan.

6.12 Activities and support from the Parent – Teacher Association

- The Executive Committee of PTA plays a key role in policy making and its implementation.

- Class PTA meetings are held every year.

- Feedback collected is considered prior to designing the Academic Plan every year.

6.13 Development programmes for support staff

- The IQAC, right from its inception, has been taking initiatives in looking after the welfare of all the stakeholders of the College and ensuring sustenance and enhancement of quality in academic/administrative/co-curricular/extra-curricular activities of the Institution.

- IQAC takes initiatives to update the administrative capabilities of the support staff by organising training programmes in soft skills and computer skills.

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

- Solar garden lamps are installed on the campus replacing the conventional bulbs.
- Energy Auditing of the institution has been conducted by IQAC in association with the Department of Physics.
- The conventional tungsten bulbs are completely replaced with CFL bulbs in the campus.
- The organic waste materials generated in the college are efficiently being converted into bio-gas.
- The energy demand of the college canteen is partially met from the biogas plant.
- Plastic wastes, if any, are effectively disposed off with the assistance of nearby recycling units.
- Taking the conservation of water a serious concern, the institution constructed a 20 x 15 x 4 metres pond in the campus to recharge groundwater and to meet the diverse water demands of the institution.
- A number of trenches (3x1x1 mts) are constructed in the campus for groundwater recharge.
- The college has a green campus and it is maintained by NSS, Save Green Club and Bhoomitrasena.
- E-wastes in the college are usually sent to recyclers.

Criterion – VII

7. Innovations and Best Practices

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

Human Resource Management Department was inaugurated to manage and promote the total human resource of the College in a professional manner.

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

- A UGC sponsored National Workshop on Emerging Research trends in Computer Science was organised by the Department of Computer Science.

- Professor Harshwardhan Wnnare of IIT Kanpur delivered a talk on the Properties of Light.

- The Department of Mathematics organised a seminar on Initial Value Problems—A Functional Analysis Approach Dr Sarath Sasi and Dr Lakshmi Sankar from Nicer Bhubaneswar led the Seminar.

- The Department of Commerce conducted an Investor Awareness Programme.

- The Department of Zoology arranged a documentary show on Spiders.

- A Seminar and poetry fest was organised by the Department of English

- ASAP conducted a foundation course cum orientation programme to develop soft skills in a corporate environment.

- Under Walk With a Scholar Programme, a motivational visit to IIM Bangalore, IISc Bangalore, ISEC Bangalore took place with 30 mentees and three teachers.

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

Revis

Implementation of the Parliamentary Mode of Students Union Election incorporating the Lyngdoh Commission Recommendation"

'PEN-R' – Project on English Newspaper Reading

See Annexure III attached.

7.4 Contribution to environmental awareness / protection

> ➢ Awareness campaigning through various activities of NSS, Save Green Club and Bhoomitrasena .
> ➢ Sign boards carrying conservation messages at various places in the College.
> ➢ Screening of documentary films on energy conservation.
> ➢ Organizing Seminars/Workshops on Environmental Issues
> ➢ Carbon emission in the campus is negligible since the Campus is situated very close to Wayanad Wildlife Sanctuary.

7.5 Whether environmental audit was conducted?   Yes | √ | No | |

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

Strengths

- The Institution has a strong mission and vision, catering to the educational needs of Wayanad.
- The management and staff are committed to fulfilling the vision and mission, and are dedicated to excellence in teaching and learning.
- The College promotes strong mentor- student relationship which fosters ethos of openness and sharing.
- The state-of- the -art infrastructure and other facilities provide an inspiring atmosphere for the students to engage in curricular and co-curricular activities.

Weaknesses/ Threats

- Remoteness of the place curtails accessibility to industries and research institutes, and conveyance of visiting faculty and resource persons.

Opportunities

- Scope for new programmes in the degree and PG levels.
- Scope for interdisciplinary programmes, management and professional courses.

8. **Plans of institution for next year**

A National Seminar on Media , Politics and Literature will be organized by the Department of English , Dept of Journalism and Dept of Political Science.

New Courses in MA in English, BSc in Botany to get sanctioned by the Govt. Of Kerala.

More extension activities for the benefit of the underprivileged people of the local community.

To strengthen activities associated with Remedial Teaching, ASAP, Walk with a Scholar and Scholar Support Programme for better results.

The construction work of the UGC assisted project (XIIth Plan), the construction of Staff Quarters and Guest House.

To purchase more library books and e- journals, and to improve book circulation.

To start NET coaching classes for PG students of the Department of Computer Science and JAM/ JEST coaching classes for the students of Mathematics.

To collaborate with more external agencies to strengthen the student support and placement opportunities for the students.

Dr Maria Martin Joseph   *Dr Savio James V*

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

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Annexure I

Academic Calendar

(Link to College website)

Annexure II

Feedback Analysis

Feedback from students, alumni, parents & teachers about academic and institutional matters and the actions taken: 2015-16

Department of English

1. Office automation. This will facilitate procurement of data, especially about student attendance, categories etc.
    This was submitted to the Principal, discussed in staff meetings and the CS Dept was asked to work out modalities for this.
2. Endowment in memory of Rev Fr Francis N T. These suggestions came from the alumni and the teachers. This was forwarded to the Principal.
    It was decided to conduct All Kerala College Magazine contests every year and also to house the Heritage & Ethnic Museum in the new building to be built and to name it in his honor.
    In 2018, the first magazine competition was held. The museum will be shifted soon to the new building which was blessed in Oct 2018.
3. Start M A in English. This is a longstanding request. This was forwarded to the Principal.

Department of Mathematics

1. Conduct coaching classes for competitive examinations
2. Separate library for research scholars
3. Reduce the content of the syllabus in some papers
4. Start bridge courses for first year UG students

Action Taken

1. Decided to start JAM coaching classes for students
2. Informed the Principal about library for research scholars
3. Informed the Board of Studies about the heavy syllabus
4. Decided to start bridge course for first year UG students

Department of Zoology

1. Need more seminars, workshops etc.

Action taken

1. Computer and internet facility made available in the department

2. Conducted seminars and interactions with luminous alumni

3. Career Guidance Cell conducted orientation programs.

Department of Commerce

1. Install lift for disabled students.

    This was done in Aug 2018.

2. White board for all classes: dustless, eco-friendly classrooms

Department of Computer Science

1. Regular interactive meetings of students with mentors and teachers.
   This was implemented with immediate effect.
2. To provide hardware lab facility
3. Make internet available in the college campus.

Actions Taken

1. Teachers are available from 3.40 to 4.30 p m for mentoring, counseling, discussions etc.
2. Internet facility was provided in 2 laptops in the labs.

Department of Physics

1. For the upcoming practical exam, students need to do practical sessions on CRO, Function Generator, Multimeters etc.
2. Parents appreciated the college management for the timely action last academic year.
3. The college allotted us various apparatus including one CRO, one Function Generator, Multimeters etc. The college also provided a spectrometer to the Physics department.

Department of Chemistry

1. To improve transportation facility
2. To increase drinking water facility

3. Boys' hostel
4. Increase the computer facility in the department
5. Need to change the fume chamber
6. To improve transportation facility
7. Need of uniforms
8. Need campus interviews & placement
9. Need of a department library
10. Facility for lights and fans in the classrooms

BEST PRACTICE-I

1. **Title of the Practice**

   "Implementation of the Parliamentary Mode of Students' Union Election incorporating the Lyngdoh Commission Recommendation"

2. **Goal**

   - To ensure peaceful teaching-learning environment on the campus a democratic system of Parliamentary Mode of Students' Union Election has been introduced in the College since 2007 following the Lyngdoh Commission Recommendations.
   - It also aims at maintaining discipline in the Institution by strengthening the head of the institution with sufficient powers so that students, who are keen to study and to improve their career are not be made victims of the anti-social activities a handful of students, whose dominant interest is indulging in party politics.
   - Through the parliamentary mode of election the institution ensures peaceful, party-politics free campus.

3. **The Context**

   - Several instances of election related violence against college teachers and students, and other malpractices have been observed during the conduct of elections on college campuses in Kerala.

   - After having discussions and negotiations at various levels, the College Council took a strong decision to implement the Parliamentary Mode of Election on the campus, taking the students into confidence and following the Lyngdoh Committee recommendations.

   - It has also been decided to set up a special Grievance Redressal Cell with senior faculty as members to address election related grievances on disputes regarding the fairness, eligibility of the candidate and/or the non-observance of norms while holding the elections, etc.

4. **The Practice**

   - A male and female representative (Class Reps) each are elected from every class. The Chairman, General Secretary, University Union Councilor, Secretary to the Fine Arts Association, Student Editor to the College Magazine, General Captain to the Sports and Games activities, Secretaries to the Department Associations and Representatives of 1st, 2nd and 3rd year students are elected through Parliamentary Mode of Election. Two Seats, the Vice Chairperson and the Joint Secretary are reserved for girl students. It is to

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be highlighted that more than 50% of the candidates for the above major posts are girl students.

- The Class Representatives elected through this system function as a link between the College Union and individual Classes. Therefore, the decisions taken at higher levels are immediately conveyed to the entire students.

- The Institution entrusts the responsibility of the Students' Union Advisor to a Senior Faculty as in the older system. However, in the present system, the Advisor has more responsibilities. The Union Advisor serves as the Mentor of the Union office bearers and the Co-ordinator of the Union activities.

- Apart from the leadership role of the Chairman, Vice Chairperson, Secretary, Joint Secretary and Association Secretaries, the following portfolios are allocated in the College Students' Union to ensure student participation in all areas of student activities:

  - Secretary to the Fine Arts Association: Responsible for promoting the artistic talents of the students, organizing fine arts activities on the campus and ensuring the participation of the students in intercollegiate competitions.

  - General Captain for Sports and Games: Responsible for promoting the sports talents, organizing sports and games activities on the campus and ensuring the participation of the students in intercollegiate sports & games competitions.

  - Magazine Editor: Responsible to compile the creative ideas of the College Community and publish the same in the form of a College Magazine. The Staff Editor and the Editorial Team support the Magazine Editor in publishing the College Magazine.

  - University Union Councilor (UUC): Represents the College in the University Union and serves as a link between the College Students' Union and the University Union.

5. **Evidence of Success**
   - This is the only aided College affiliated to Kannur University and one among the very few aided colleges in Kerala State that successfully implemented the Parliamentary Mode of Students' Union Election. It has been proved that this mode of election ensures a party-politics-free, violence-free Campus where academic, co- and extra-curricular activities can be planned and implemented/organized in a peaceful atmosphere and that too under the leadership of elected Student Union office bearers.

   - The prevalence of Parliamentary Mode of Students' Union Election has been appreciated by the public in general and the parents in particular which is reflected in the enhanced rate of *applications for admission* received in the recent years.

   - This Practice has become an accepted system in the College and the students who resisted in the initial stage realized the merits of the system and extended their co-operation in the succeeding years.

   - As a recognition for the efforts in implementing the system, the academic community of the State, recently honoured the Principal of the College, Dr Raju George with the *Award of the Best College Principal in Kerala,* instituted by Dr Tharsis Joseph (NAAC

Peer Team Member and former Secretary of the State Principals' Council) Foundation based on the initiatives taken to implement the Lyngdoh Commission Recommendations as per the Hon. Supreme Court directives to ensure peaceful teaching learning by maintaining the campus violence-free from the evil effects of party politics.

6. **Problems Encountered and Resources Required**

    Problems Encountered :

    In the Paradigm Shift from the Conventional Presidential Mode of Election to the Parliamentary Mode, the Institution experienced certain amount of resistance from the Students and to a lesser extent from the politicians, especially on the following conditions:

    *   The candidates contesting the elections should possess certain minimum level of discipline and academic ability.

    *   No political activity to be allowed on the campus. Demonstrations, campaigning, and rioting in the classroom etc. will not be allowed. No meeting to be held in the campus without the permission of the Principal. Banners, posters, flags etc. of political organizations are not be allowed on campus as well as on the gates and compound walls of the campus.

    *   No outsider to be invited into the college by any group of students without the consent of the Principal.

    Resource Required:
    *   In order to set a platform for the smooth implementation of the new system discussions/meetings/negotiations at various levels have been convened; sought the support of parents, general public and mass media.

    *   Open forums to discuss and familiarize the Lyngdoh Commission Report have been organized in the College for students, parents, etc.

    *   The excerpts of the report have been circulated among the College Community for discussions.

BEST PRACTICE-II

1. **Title of the Practice**

   'PEN-R' – Project on English Newspaper Reading

2. **Goal**

   - To inculcate reading habit among the entire students of the college.

   - Subscription to more than hundred English newspapers for the students aims at improving their reading skills, developing confidence in English communication, improving their general awareness, broadening their vision, improving their vocabulary, inspiring their thoughts and helping them to absorb all kinds of information.

   - Though the primary objective of subscribing the 'Business Line' is to develop business orientation among the Commerce students, it helps them to improve their English language skills.

3. **The Context**

- Majority of the students hailing from poor rural background and first generation learners of this Institution are the products of Malayalam Medium Schools.

- Eventhough they are better in their major subjects, their Communication Skill (both oral as well as written) in English Language is poor.

- The Institution realizes that English communication skills are essential for the overall development of students. The confidence level of students can also be improved by acquiring competency in English Language.

- This was the driving force in introducing the practice of subscribing English National Dailies, The New Indian Express and The Hindu for each batch of UG students of the College.

- The recommendations of the NAAC Peer team in 2005 to give maximum emphasis on developing the communication skills of students have been considered very seriously. This project is an effort to materialize the same.

4. The Practice

- The Institution started subscribing two copies of The New Indian Express to each class on an experimental basis in 2006 and the result obtained was amazing.

- This was literally the driving force to think of making English newspapers available to each student in their class room, free of cost.

- The number of newspapers available to the students has been raised to three in the next year. The development in the reading habit of students was discernible.

- In the next year, the Institution has contacted the authorities of The New Indian Express and The Hindu to provide newspaper at reduced rate.

- The New Indian Express has agreed to reduce the rate to Rs. Two per copy, provided the College should subscribe a minimum of fifty copies.

- When the Student Edition of the New Indian Express was launched in 2011, the regular newspaper being supplied to the students was replaced with this.

- The Hindu daily has also agreed to supply the newspapers on a subsidized rate.

- Since the Peer Group Learning is an accepted practice in the College, the Slow Learners and the Advanced Learners sit together to read newspapers to engage in news analysis etc.

- The Media Club of the Institution conducts news reading contest and Newspaper Quiz for the students every year.

- In order to put the objectives of the Project into practice, the Institution gives the following directions to the students:

  - Try to read at least one small article twice a day.

- Do not try to read much, but try to make it a habit to read something every day.
- Try to read without a dictionary and guess the meaning of the whole article, even if you do not understand some parts.
- Choose articles that the student is interested in reading.
- Read the same type of article every day at the beginning and gradually increase the amount that he/she reads.
- After he/she can read that type of article well enough, try different types.
- Try to memorize words or phrases, which appear many times.

- The Dept of English has been conducting a Certificate Course in Communicative English with UGC assistance since the academic year 2007-08. The Department has been organizing various Programmes and activities to help the students overcome difficulties with regard to the usage of English. All such efforts taken by the Department of English supplement, to a great extent, to make the project a success.

5. **Evidence of Success**

- Visible attitudinal change in the reading habits among the students

- Better results in the University examinations in the Common Course in English

- Improvement in the Presentation of Seminars by the students

- Improved classroom performance of students

- Active participation of students in participatory learning

- Results of *Campus Interviews for Placement* in the recent years.

- Increased number of readers of English magazines and subscribers of English books from the Central Library.

6. **Problems Encountered and Resources Required**

Problems Encountered:

- Majority of the newly admitted students do not have the habit of reading newspapers, even in their mother tongue, regularly.

- To bring back the students to the print media was a challenging task in the initial stage as their access to the mass media was limited to Television.

- Since the competency in English language is limited, the level of confidence of the students, especially the Poor Learners, was very low.

Resources Required:

- In order to materialize the objectives of the project, discussions/meetings at various levels have been conducted/convened.

- The possibilities of the Mentoring System have been utilized to the maximum extent to get the project materialized.

- Open forums to discuss the significance of acquiring competency in the Global language have been organized.

- The availability of the English National Dailies at concessional/cheaper rates has been explored.