Education for Total Liberation
The College Crest

The emblem, together with the motto 'Education for Total Liberation' is symbolic of the ideals the college stands for. The open book, the pen and receiving hands represent the reception and assimilation of knowledge which liberates the individual from the debilitating shackles of ignorance and incapacity. However the growth and evolution of the individual through education is not seen as an end in itself. The training, both academic and extra curricular, seeks to foster in the students a keen awareness of their communities armed with the skills to contribute positively to change and reconstruction where required. The symbols take a new dimension of meaning in connection with the Patron Saint of the college, Mother Mary, Whose offering hands represent a complete surrender to the Eternal Wisdom. The tool for imparting wisdom, the pen, from another angle looks like a lighted candle that dispels the darkness of ignorance and it signifies that the learning one receives at the institution is not be kept to oneself but to be disseminated in the community.

CONTENTS

PREFACE

Mary Matha Arts & Science College, Mananthavady is situated on a beautiful hilltop on the Mananthavady-Mysore Highway amidst the sprawling greenery of the Western Ghats, one of the crucial bio-diversity hot spots. The major reason for selecting this place as the site for the College was to provide a pristine pollution-free environment to the students, conducive to academic activities.

The college symbolizes the realization of the dreams and aspirations of the people of the tribal, minority concentrated and backward hill-district of Wayanad. The College is established in 1995 and is managed by the Roman Catholic Diocese of Mananthavady with the objective of meeting the higher educational needs of the youth of Wayanad. The College is included under Section 2 (F) & 12 (B) of the UGC Act, was awarded Grade B++ (83.5%) by the NAAC in 2006, and is now all set for the NAAC Re-accreditation.

With six Undergraduate Programmes, one Postgraduate Programme, two Research Centres, and an upcoming Study Centre of the IGNOU, the College has maintained its reputation for diversification. In addition to that the College runs three Certificate Courses, and has been contemplating to run two more. There are 608 students on the Rolls of the College, of which 389 are Women, 219 Men, 24 SCs, 27 STs, 145 OBCs, and 3 OECs. The College has been achieving near 100 % results in the University Examinations. Almost all the Associate Professors on our Faculty are Ph D holders with five of them having approval for Research Guidance in various Universities. The Faculty Members have been operating 21 Minor Research Projects and two Major Research Projects during the XI Plan. In addition to that, the UGC sanctioned various Projects amounting to around two Crores.

The Students' Union, NSS, NCC, the Bhoomithrasena Club, Women's Cell, the Central Library with its Book Bank Facility & the Network Resource Centre, the College Canteen, the Mentoring System, the Counseling Cell, the Career Guidance and Placement Cell, and the Scholarship Processing Cell offer Student Welfare Services across the Campus. The College has undertaken quite a few Extension Services like the Maithri Community Development Programme, the Karunya Charity Mission, Employment Training Programme for Tribal Women and Community Radio Service in association with the *Radio Mattoli.*

Systems have been created on the campus for the Student Community to imbibe values of Social Commitment. The Academic Community observes the College Anthem in the morning in order to respect the College and the National Anthem in the evening as a mark of respect to the Country, which offers tremendous individual freedom. The most significant and revolutionary practice on Campus

has been holding the *Students' Union Elections in the Parliamentary Mode* following the Lyngdoh Commission recommendations, braving initial resistance, to ensure violence-free atmosphere on the campus. The *Project on English Newspaper Reading, PEN-R,* launched in 2006, has been proved successful in inculcating reading habit among the entire students of the College. The *Certificate Course in Communicative English,* offered by the Department of English aims at training the students in the use of English for academic and interactional purposes. The system of maintaining *the Work Done Diary of the Faculty, the Diary of the Class Representatives*, Separate Registers for recording the Achievements of both the Faculty and the Students etc. have added special flavor to the flourishing co-and extra-curricular activities on the Campus.

Mary Matha provides an excellent and salubrious environment for the students to get the best in Wayanad with outstanding opportunities to make the most of their intellectual potentials. As a Christian Minority Institution, it endeavours to inculcate in them human values and social commitment as envisaged by Jesus Christ. It considers education not just as a search for knowledge, but as a great mission in which both the teachers and students participate in the process of developing human resources for the benefit of the society and the nation. The College seeks to instill in the students an awareness of their social rootedness and encourage them to be active agents in the construction of a just social order after its stated Motto, Vision, and Mission. Though a minority institution, the College includes in its purview the educational aspirations of the community as a whole, irrespective of religion, caste, and social status.

We are dedicated to achieving the highest possible standards in every area: academic attainment, research through societal interventions, cultural and sporting activities etc. We provide a supportive environment, where students from all backgrounds can make the best of their innate potential. We offer prospective students a chance to mould their future by providing individual attention through the Mentoring System and allowing them to form close working relationships with their teachers.

The College stands conspicuous for State of the Art Logistics provided by the Management, the cooperation extended by the Parents, the dedicated service offered by the Teaching and Administrative Teams, and the vibrant Campus kept by the Student Community, which is a model to behold. Mary Matha Arts and Science College has completed 18 years' service to the youth of Wayanad and neighbouring districts, and we seek the continued blessings of Providence in the years to come. The academic community has been inspired by the Mahatma's words: *A small body of determined spirits, fired by an unquenchable faith in their mission can alter the course of history.*

EXECUTIVE SUMMARY

CRITERION I: CURRICULAR ASPECTS

- Mary Matha Arts and Science College Mananthavady is an aided College affiliated to the Kannur University and follows the Curriculum designed by the University.

- The College offers Six UG Programmes: Functional English, Mathematics, Zoology, Computer Science, Commerce, and Chemistry; One PG Programme in Mathematics and Two PhD Programmes: Mathematics and Zoology. Two of the above Programmes are run on Self-financing Mode: B. Sc. Chemistry and M. Sc Mathematics.

- In addition to the Regular Programmes, the Institution offers three Certificate Courses (Communicative English, Organic Farming and Herbal Medicine & Primary Healthcare), and has been contemplating to run two more Certificate Courses (Computer Applications, and Yoga & Health Science). The process of setting up the IGNOU Study Centre on the Campus is in the pipeline.

- With the introduction of the Choice Based Credit and Semester System by the University in the academic year 2009-10, students of one Department have the option to choose Open Courses offered by other Departments and have the facility for Credit Transfer. Lateral mobility is limited to Open Courses only.

- Taking the requirements of students in mathematical skills, communicative skills, physical fitness, environmental awareness, culture potentials of economically important animals etc. into consideration, the Institution offers Open Courses in Business Mathematics, Communicative English, Physical Fitness and Training, Environmental Science, Aquaculture, Sericulture and Apiculture respectively.

- The College is keen on providing academic and infrastructural facilities for effective Curriculum Delivery. ICT enabled technologies are made available for enhancing teaching effectiveness. There are 12 Digital Classrooms of which 6 are provided with Smart Boards. Of the two Computer Labs, one with 25 Computers has been set apart for the students of Departments other than Computer Science. 24 hours free Internet Access is provided in all Staff Rooms and in the NRC.

- Both the Students and Faculty are exposed to advanced level of knowledge and skill through Blended Learning, M-learning, and Expert Lectures etc.

- The Institution invites Personnel from various Industries to deliver Expert Lectures and to interact with the students & teachers.

- The Institution interacts and networks with the University through various Academic Bodies for the effective operationalisation of the Curricula.

- The Institution takes efforts to integrate the Major Cross Cutting Issues like Gender Equality, Climate Change, Environmental Education, Human Rights, ICT etc. into the Curriculum.

- The Institution has an efficient mechanism to collect feedback from the ongoing and outgoing students, from alumni, parents, educationalists, Academic Societies/Associations and neighbouring communities.

Criterion II: TEACHING LEARNING EVALUATION

- The Admission Policy of the Institution and its Student Profiles reflect the National commitment to diversity and inclusion.

- The Admission Committee ensures publicity and maintains 100% transparency in the entire admission process. It is also responsible for reviewing the Admission Process and the Student Profile annually.

- Admission to all UG and PG Programmes are based strictly on Merit; there is no Common Entrance Test for admissions. Differently-abled students are given relaxation in the eligibility for admission as per Government Norms; 3% of the total seats are reserved for such students.

- For the Freshers (newly admitted students), the College conducts two days' Orientation Programme to bridge their knowledge gap and to acquaint them with the Campus atmosphere, examination & evaluation processes, extra- and co-curricular activities etc.

- Since majority of our students has done their primary education up to tenth standard in rural schools, their proficiency in the English Language (spoken as well as written) is not up to the required level. Considering this factor as a serious academic matter, the Institution launched a project named ***PEN-R (Project on English Newspaper Reading)*** to subscribe English newspapers to the classrooms since 2007.

- Sensitization of Staff and Students on various issues related to gender, inclusion, environment, health & hygiene, marginalized communities of the society etc. are carried out in the Institution through various Programmes including extension activities through the various Forums/Clubs/Cells/Bodies and through other methods like posters, banners etc.

- Slow and Advanced Learners are identified through Continuous Evaluation.

- Students at the risk of 'dropping out' are given individual care and attention to retain them in the Institution. In addition to the *Peer-group Learning System*, teachers give special attention and conduct remedial coaching to such students.

- In order to monitor the quality of teaching and learning, the Institution has an Academic Vision Plan, which is realized through the Academic Master Plan and is put in motion through the System of Academic Hierarchy to which individual Faculty members are accountable.

- The IQAC that plays a pivotal role in maintaining the Quality Culture in the College prepares the Academic Master Plan and places it before the College Council for discussion and recommendation for implementation. The IQAC Sets the Quality Benchmarks/Parameters for the various Academic and Administrative Activities of the Institution and Monitors their effective implementation.

- The Institution follows the Student-centric Teaching Learning Process effectively by adopting various teaching methods suited to the learning abilities of students like Blended Learning, M-learning, Expert Lectures etc.

- The Institution has been endeavoring to fine-tune the educational process in the College through the implementation of Innovative Teaching Methods, bringing a wide array of innovative approaches into the academic process like Democratization of the Educational Process, a Fundamental Shift of the Instructor's Role, Co-operative Learning Method etc.

- The College has an effective Mentoring System. Mentors of the College are accessible, responsive, open-minded, student-oriented and dedicated to the development of his/her mentees.

- The Central Library in the Institution plays an important role in augmenting the teaching learning processes. It is fully automated with KOHA Software, and it possesses 12394 Books, Journals, Magazines/Periodicals, News papers, Back Volumes, e-books & CDs, INFLIBNET Services, Book Bank Facility to the financially challenged students etc.

- The Institution provides the services of a Professional Counselor on campus in addition to the Teacher-counselors to address the psycho-social issues of the needy students.

- Of the 26 Permanent Faculty, 14 are Doctorate Degree holders, which includes almost all the Associate Professors. One more faculty member has submitted her thesis and four have been pursuing research leading to PhD.

- During the past 5 years the teaching community attended 67 National Seminars/ Workshops/ Conferences/ Group Discussions etc. and 40 International Seminars/ Workshops/ Conferences/ Group discussions etc. Three Faculty members attended Orientation Courses and 15 attended Refresher Courses.

- With the introduction of CCCS by the University, the Institution has a rigorous and transparent Internal Evaluation System in place. The Assessment/Evaluation Processes, as directed by the University that includes frequent test papers, assignments, Seminars and regularity of attendance, are taken as indicators for Evaluating Student Performance and Achievement of Learning Objectives.

- At the end of every academic year the academic activities of the year are evaluated. Schedules for Teaching, Examination, Conduct of Seminars, Workshops, and other Curricular and Co & Extra Curricular activities are critically evaluated and each department presents before the community their suggestions for improvement and plans for major academic Programmes for the next year.

CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION

- At present, the Institution has two Research Centres - in Mathematics and Zoology, recognized by Kannur University and five Research Guides of different Universities.

- The Institution has a Research Committee to monitor and address the issues related to research. The Committee motivates the faculty to promote research, coordinate research activities of different Departments and to inculcate a research culture among the academic community.

- The Faculty Members have completed 2 Major Research Projects and 14 Minor Research Projects. Currently there are 7 ongoing Minor Research Projects. Proposals for 3 Major Projects and half a dozen Minor Research Projects have been submitted for funding.

- One International Workshop, an International Seminar, 4 National Seminars, one National Group Discussion, and 2 National Level Expert Review & Monitoring were organized in the Institution during the past five years.

- The Institution inculcates scientific temper among students so as to enable them to discuss and argue over established norms, laws and theories, and feel free to put the views across without fear of being ridiculed or rejected. The institution keeps in mind that students by their very nature seek logic, question all that they observe, and believe in applying their knowledge to practical use.

- Eminent Scientists/Personalities have visited the Institution as a part of the National/International Seminars and Workshops during the past five years.

- The Institution encourages the teachers to actively involve 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.

- The institution 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.

- For Research promotion, the Institution provides administrative support, academic freedom, uninterrupted power and water supply and 24 hours free Internet connectivity.

- The researchers have freedom to utilize the infrastructure facilities in the campus even on holidays and on off hours.

- The Research Centres have procured minimum essential equipment for scientific research with the financial support from DST, KSCSTE and

UGC under the Supervision of Sr Dr Germina K. A. eight researchers have obtained Ph D degree and Five others are pursuing research leading to PhD in Maths. Dr Joseph K. J. has three researchers in Malayalam. In Zoology, Dr P. K. Prasadan has one research scholar while Dr Sudha Devi has two. Of late three students have applied for Ph D registration in Zoology.

- The Faculty published 72 research papers in National/International Journals, two Books, 11 Articles, and 25 Book Chapters / Conference-Seminar Proceedings.

- Two of the faculty, Dr Germina K A and Dr Sudha Devi A R have received international recognition from reputed professional bodies and have been invited to present papers in Overseas Seminars.

- In order to promote Institute-Industry Interface, the College has constituted an Entrepreneurial Club to conduct Programmes to develop entrepreneurial skills among the students. Institution arranges visits and interactions with industries on a regular basis:

- In this Institution, education is looked upon not just as a search for knowledge but as great mission in which both the teachers and students participate in the process of developing human resources for the benefit of the society and nation. Therefore, the Institution encourages the faculty members to extend their services in the form of consultancy to the needy free of cost.

- The Institution promotes the participation of students and faculty in extension activities through the functioning of NCC, NSS and different Clubs & Associations. Outreach Programmes organized by the College can be categorized into two: 1. Educational Programmes for the dissemination of knowledge to students of neighbourhood schools and general public by using the human resources available in the College and 2. Social Service Programmes for improving the living conditions of the socially marginalized sections of society and for motivating and inspiring them to improve themselves.

- The Institution forged constructive relationships with the neighbouring Educational Institutions and Non Governmental Agencies to work on various Outreach and Extension Activities.

- Though the institution doesn't have any formal collaboration with other institutions, we make use of the facilities/resources of various forums and institutions for research & extension and vice versa.

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

- The College is situated in an 18 acres Campus with 7500 sq mts of built up area.

- The Institution provides Infrastructure Facilities on priority basis as envisaged in the Infrastructure Master Plan. As per the Feedbacks received, the Infrastructure facilities provided for academic activities are the best in Wayanad.

- By taking the recommendation of the NAAC Peer Team that visited the campus in December 2005, and in consultation with the Board of Governors, the IQAC had prepared the Infrastructure Master Plan and placed it before the Infrastructure Development Committee for discussion and recommendation for implementation.

- The College has 19 spacious Classrooms, of which 12 are ICT enabled. Five Common Staff Rooms with Internet facility and Separate Rooms with Internet connectivity for Heads of Major Departments. Well equipped laboratories are provided for all Science Subjects and Languages.

- The Institution provides WiFi facility in the campus.

- Two Women's Hostels, one partially funded by the UGC and the College Management and with a capacity to accommodate 40 students and another one run by Nuns and recognized by the Institution with a capacity for 50 students is provided on the Campus.

- A hostel for Men is provided in the neighbourhood by the Divine Providence Seminary.

- Safe Drinking Water is provided on all the floors of the college building.

- Medical help is offered on the hospitality of the Government Health Centre, St Joseph's Hospital, St Vincent Hospital, and the District Hospital, Mananthavady.

- Other Facilities that are conspicuous on the Campus are a well furnished IQAC Room (Area 275 sq ft) with state of the art facilities, Women's Cell, Career Guidance and Placement Cell, Well furnished and spacious Canteen, Recreational Spaces, Multipurpose Indoor Sports facility with a Permanent Stage, Sports & Games Facilities , Audio-Visual cum Seminar

Hall**,** Counseling Centre, Parking Facilities**,** Student Centre, Adequate Toilet Facilities, Network Resource Centre **(**NRC**)**, INFLIBNET, Language Laboratory, Primary Health Care Garden, Chapel/Prayer Rooms, Visitors' Room, Guest Rooms, Co-operative Store, Bus Shelters, BSNL Tower etc.

- The Central Library has an Open Access System automated with KOHA Software. NRC in the Library offers INFLIBNET facility. The Book Bank Facility provides costly books to the financially challenged students.

- Each Department is provided with a Netbook Computer and Digital Camera, and unlimited free Internet access to Staff and Students for academic purposes.

- Well equipped Computer Lab for the Students and Faculty of the Department of Computer Science, and an additional Computer Lab for the Students and Faculty of Departments other than Computer Science are made functional by a full time technician.

- The Academic Community keeps the Campus Clean, hygienic and Plastic Free with focus on Bio-diversity Conservation.

- The College offers its facilities to the local community and local institutions on need during idle hours.

- During the XI Plan period, the UGC has sanctioned an assistance of Rs. 1,97,10,000/- under various heads including Rs. 12,00,000/- for the construction of 105x70 Outdoor Stadium and Rs 30,00,000/- for setting up Indoor Training Facility (20x15x7). The Management, of late has provided an Open Air Stage to hold common functions.

CRITERION V: STUDENT SUPPORT AND PROGRESSION

- The institution ensures its commitment and accountability by providing updated, transparent and accurate information related to the physical and functional aspects of the institution at the right time.

- The information, which the students are expected to know about the college including the Faculty Profile, Rules & Regulations and Admission Procedure are given in an organized and systematic manner the Prospectus & Calendar, published annually.

- The Students' Union publishes the College Magazine, to showcase the talents and creativity of the academic community. Periodical News Letters

are published by the IQAC. In addition to that, some Departments bring out Department Magazines (printed and/or manuscript-magazine) occasionally.

- The Institution provides financial assistance to students through various Scholarships in addition to the UGC, State and Central Government aids.

- Specific Support Services/facilities are available to students from SC/ST, OBC, and Financially Challenged Sections of society, and students with Physical Disabilities.

- An Entrepreneurship Club has been functioning in the college, which conducts Programmes to develop entrepreneurial skills among the students. The B Com degree Programme offered in the College has a paper on Entrepreneurship. Many a Programme offered in the College also promote Entrepreneurial Skills.

- The Policy of the Institution is to promote co- and extra-curricular activities to supplement the curricular activities. Accordingly, the College organizes various Programmes such as sports, games, quiz competitions, debate & discussions, cultural activities etc. regularly. Separate Portfolios are allocated in the College Students' Union to ensure student participation in all areas of student activities.

- 65 former students of the College have qualified SET, 11 UGC NET, and four GATE exams.

- The Institution provides Academic Counseling, mainly through the Mentoring System. Mentors of this institution are good listeners, able to offer honest and constructive criticism and willing to compliment the pupils' accomplishments. The service of a Professional Counselor is made available on campus in addition to the teacher-Counselors to address the psycho social issues of the needy students.

- The College has a Career Guidance and Placement Cell. Thirty Six students have already been selected for placements through campus selection.

- The institution has a Student Grievance Redresser Cell and a Committee for the Prevention of Harassment of Women.

- The Drop-out Rate is generally low (>5% including students who leave the college to join professional courses). The institution takes extra care to minimize the dropout rate

CRITERION V: GOVERNANCE, LEADERSHIP AND MANAGEMENT

- The College has a time tested and efficient Organizational Structure to plan, design and implement the policies of the Institution.

- The Academic and Administrative Hierarchical System function as well oiled machine to implement the decisions made at different levels.

- IQAC in the College functions as a nodal agency to ensure the formulation of action plans for all operations and incorporation of the same into the institutional strategic plan. The Master Plan designed by IQAC in consultation with the Board of Governors considered three major aspects for inclusion - Academic Growth, Infrastructure Development and Promotion of Research & Extension Activities.

- Operational Autonomy, Academic Democracy and Decentralized Governance System promote quality culture in every activity on the campus.

- A Democratic system of electing the College Students' Union following the Lyngdoh Commission Recommendations prevails in the College since 2007, and it ensures peaceful teaching-learning on the Campus.

- The Institution grooms Leadership at various levels and Leadership of Faculty Members is entrusted in the curricular, co-curricular and extra-curricular activities of the College.

- The Leadership of the Institution ensures the interaction with the various Stakeholders.

- The Institution has multiple ways of handling complaints and grievances based on their nature.

- The Feedback Mechanism has been found effective in revitalizing the policies of the Institution.

- The Financial Resources of the Institution are mainly funds from the University Grants Commission, Govt of Kerala and the College Management. During the XI Plan Period, UGC has sanctioned Rs. 1, 97, 10, 000 (Rupees One Crore, Ninety Seven Lakhs and Ten Thousand Only) as assistance under various schemes.

CRITERIA VII: INNOVATIONS AND BEST PRACTICES

- The Inter-religious Prayer Meet on the Academic Excellence Day, Celebrating Religious Festivals, Two Days' Orientation for Freshers, Mentoring System, Bridge Course, Remedial Coaching, Blended Learning, Peer Group Learning (Learning from and with each other), Interactive Learning, Book Banking, Expansion of Research Promotion, Maintenance of NRC, further Strengthening of the Career & Placement Cell, Grooming Leadership at various levels are the *major innovations* of the College.

- The College has a Green Campus. Biodiversity Conservation is given utmost priority and the Campus is declared "*Plastic Free and Eco-friendly.*"

- The Green Audit or the Environmental Sustainability Baseline Assessment is conducted annually. The message of Energy Conservation is disseminated through awareness campaign, documentary screening and organizing seminars/workshops on environmental issues.

- The Rainwater Harvesting Unit has been installed in the newly constructed buildings. The Institution constructed a Pond and a number of Trenches to recharge groundwater and to meet the diverse water demands of the Institution.

- The Hazardous Wastes generated in the Science Labs of the College are negligible. The organic waste materials generated in the College are efficiently being converted into bio-gas, and thereby a strong message on the S*ignificance of Renewable Energy* is disseminated among the students.

Best Practices:

- ***Implementation of the Parliamentary Mode of Students' Union Election*** ensures peaceful teaching-learning environment on the campus. A democratic system of electing the Students' Union, following the Lyngdoh Commission Recommendations has been prevailing in the College since 2007. This is the only College affiliated to Kannur University, and one among the few Colleges in the State of Kerala to have shifted to the Parliamentary Mode of Election successfully.

- The '**PEN-R**' – ***Project on English Newspaper Reading*** is a Language Proficiency Development Programme to inculcate reading habit among the students.

THE SWOC Analysis of the Institution

Strengths	Weaknesses
• Top Performing Departments • Intense Research Activities • ICT Enabled Teaching and Learning • Smart Classrooms • Updated Library with KOHA Software • Additional Computer Lab • Audio Visual Lab and Language Lab • Well Equipped Research Labs for Bioscience Research • Parliamentary Mode of Election and Peaceful Campus • PEN-R (Project on English Newspaper Reading) • Promoting SC/ST/Minority/Women Candidates in Admission • Gender Equity in College Administration • Procuring and Disbursing large Number of Scholarships to Deserving Students	• Geographical Isolation makes Resource Mobilization inadequate • Idle time cannot be utilized for co-/extra-curricular activities due to insufficient Public Transport Facilities • Insufficient tie-ups between Industry and Institutions • Inadequate number of UG & PG Course and Research Departments in spite of Resourceful Faculty • Large number of First Generation Learners among students
Opportunities	**Threats/challenges**
• Opportunity to serve the marginalized (SC/ST/Women/Minorities/First Generation Learners) • Extending the Resources and Facilities to the Public/Neighboring Communities • Consultancy and Extension Services by Faculty	• Poor Socio-economic and Educational Background of Students • Drop out of High Performing Students due to late Admissions to Professional Courses • Stressful Domestic Environment hinders steady overall development of student

(Note: The SWOC – analysis of the Institution is given in detail in page No. 228)

PROFILE OF THE COLLEGE

1. *Name and address of the college:*

Name: MARY MATHA ARTS & SCIENCE COLLEGE, MANANTHAVADY

Address: P O VEMOM, MANANTHAVADY

City: WAYANAD   Pin: 670645   *State:* KERALA

Website: www.marymathacollege.org

2. *For communication:*

Designation	Name	Telephone with STD code	Mobile	Fax	Email
Principal	Dr Raju George	O: 04935 271322 R:271322	09539781 415	04935 241087	rajugeorgedr@yahoo.co.in
Vice Principal	N A	O: -- R: --	--	--	--
Steering Committee Co-ordinator	Dr P K Prasadan	O: 04935 241087 R: 242496	09847803 136	04935 241087	pkprasadan@gmail.com

3. *Status of the of Institution :*
4. *Type of Institution:*
   Affiliated College [✓]
   Constituent College [ ]
   Any other [ ]
   a. *By Gender*
      i. *For Men* [ ]
      ii. *For Women* [ ]
      iii. *Co-education* [✓]
   b. *By shift*
      i. *Regular* [✓]
      ii. *Day* [ ]
      iii. *Evening* [ ]

5. *Is it a recognized minority institution?*
   Yes [✓]
   No [ ]

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

6. ***Source of funding:***
   Government
   ☐
      Grant-in-aid ☑
      Self financing ☐
      Any other ☐

7. a. ***Date of establishment of the college: 06/07/1995 (dd/mm/yyyy)***

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

   | KANNUR UNIVERSITY |

   c. ***Details of UGC recognition:***

Under Section	***Date, Month & Year*** *(dd-mm-yyyy)*	***Remarks*** *(If any)*
i. 2 (f)	26-12-2001	The Certificate is enclosed as Annexure –I
ii. 12 (B)	15-09-2004	

   (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.)*** : Not Applicable

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 ☐   NA ☑

9. ***Is the college recognized***
   a. ***by UGC as a College with Potential for Excellence (CPE)?***
   Yes ☐   ***No*** ☑

   If yes, date of recognition: Not Applicable ***(dd/mm/yyyy)***

   b. ***for its performance by any other governmental agency?***

   Yes ☐   ***No*** ☑

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

Location *	Rural, Tribal and Hilly Area
Campus area in sq. mts.	18 acres
Built up area in sq. mts.	7500 Sq. Mts

(* 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:* ✓
    - A spacious (Total area 5200 sq ft) Multipurpose Indoor Sports Facility with a permanent stage in the ground floor.
    - An Audio-visual Room with Fifty Jefferson Chairs, TV, Computer, Digital Video Camera, VCD Player, OHP and Mounted DLP Projector are available in the Audio-Visual cum Seminar Hall
- *Sports facilities*
    - *play ground* ✓
    - *swimming pool*
    - *gymnasium* ✓

- *Hostel*
    - *Boys' hostel* ✓
        - i. *Number of hostels* 1
        - ii. *Number of inmates* 10
        - iii. *Facilities (mention available facilities)*
    - *Girls' hostel*
        - i. *Number of hostels* 2
        - ii. *Number of inmates* 80
        - iii. *Facilities (mention available facilities)*

    - A hostel for girls with the capacity of 40 students and another one in the campus run by nuns and recognized by the Institution provides accommodation for 50 girl students of the college.

    - Recreational facilities (Common Room with Audio-Visual Equipments, Caroms, Chess), Library Facility, Wi-Fi Facility, Constant Supply of Drinking Water and Security.

    - *Working women's hostel :* Nil
        - i. *Number of inmates*
        - ii. *Facilities (mention available facilities)*
- *Residential facilities for teaching and non-teaching staff (give numbers available -- cadre wise):* Nil
- *Cafeteria:* ✓
- *Health centre*

First aid, Inpatient, Outpatient, Emergency care facility, Ambulance….

- First Aid Box is available in the Hostels. The hostel inmates make use of the medical services provided by the Govt Health Centre situated near (hardly 200 mts away) the College Hostel. The College maintains an MoU with the St Joseph's Hospital (run by the College Management) for providing medical assistance to the students of the College, especially to the hostel inmates, when needed.

- ***Health centre staff – Nil***
- ***Facilities like banking, post office, book shops :***
  - Book shop (Co operative)
- ***Transport facilities to cater to the needs of students and staff:***
  - College is hardly 5 Km from the Mananthavady Town and the Public Transport system in this route is efficient. Hence the College has not arranged transportation facilities.
- ***Animal house:***
  - There is an animal house to maintain the experimental animals attached to the Zoology Research Centre.
- ***Biological waste disposal***:
  - Biological wastes are effectively being converted into biogas in the Canteen.
- ***Generator or other facility for management/regulation of electricity and voltage:***
  - *Generator 10KVA-1 & Generator 70KVA-1; UPS Online - 4 & UPS Offline – 6.*
- ***Solid waste management facility***:
  - The organic waste materials generated in the College are efficiently being converted into biogas.
  - Plastic wastes, if any, are effectively disposed off.
- ***Waste water management:***
  - Waste water is channelized to vegetable garden.
- ***Water harvesting:***
  - The rain water harvesting unit is installed in the newly constructed buildings. Institution is planning to extend the rain water harvesting system in the other buildings too.

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

Sl. No	*Programme*	*Name of the Programme*	*Duration*	*Entry Qualifi-cation*	*Medium of Instruction*	*Sanctioned Strength + Marginal Increase*	*Number of students admitted*
i)	*UG Regular Courses*	BA Functional English	3 Years	Plus Two	English	42	37
		BSc Mathematics	3 Years	Plus Two	English	42	33
		BSc Zoology	3 Years	Plus Two	English	40	29
		BSc Computer Science	3 Years	Plus Two	English	35	26
		B Com	3 Years	Plus Two	English	52	49
		B Sc Chemistry	3 Years	Plus Two	English	30	26
ii)	*PG*	Mathematics	2 Years	3 Year Degree	English	20	20
iii)	*Integrated PG*	Nil	NA	NA	NA	NA	NA
iv)	*M.Phil*	Nil	NA	NA	NA	NA	NA
v)	*Ph. D.*	Mathematics	As per UGC rule	As per UGC rule	English	08	08
		Zoology	As per UGC rule	As per UGC rule	English	16	3+3
vi)	*Certificate course*	Communicative English	6 months	NA	English	NA	60
		Herbal Medicine and Primary Healthcare	6 months	NA	English	NA	60
		Organic Farming	6 months	NA	NA	NA	60
		Computer Science	6 months	NA	English	NA	60
		Yogic Science	6 months	NA	English	NA	60
vii)	*UG Diploma*	Nil	NA	NA	NA	NA	NA
viii)	*PG Diploma*	Nil	NA	NA	NA	NA	NA
ix)	*Any Other (specify)*	Nil	NA	NA	NA	NA	NA

13. ***Does the college offer self-financed Programmes?***

   Yes ☑   **No** ☐

If yes, how many?   2

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

Yes	✓	No		Number	1

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*	*PG*	*Research*
Science	Mathematics, Computer Science, Chemistry, Zoology	Mathematics,	Mathematics, Zoology
Arts	Functional English		
Commerce	Commerce		
Any Other not covered above			

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

   a. ***annual system***   Nil

   b. ***semester system***   07

   c. ***trimester system***   Nil

17. ***Number of Programmes with***

   a. ***Choice Based Credit System***   07

   b. ***Inter/Multidisciplinary Approach***

   c. ***Any other (specify and provide details)***   MSc Maths

18. ***Does the college offer UG and/or PG Programmes in Teacher Education?***

   Yes ☐   ***No*** ✓

19. **Does the college offer UG or PG Programme in Physical Education?**
    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 Govt Recruited	--	--	7	5	7	6	13	04	02	01
Yet to recruit						1				
Sanctioned by the Management/ other authorized bodies Recruited										
Yet to recruit										

   *M-Male *F-Female

21. **Qualifications of the teaching staff:**

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.							
Ph.D.	--	--	7	3	2	1	13
M.Phil.	--	--	--	2		3	05
PG	--	--	--	--	5	2	07
Temporary teachers							
Ph.D.	--	--	--	--	--	--	--
M.Phil.	--	--	--	--	--	--	--
PG					2	10	12
Part-time teachers							
Ph.D.	--	--	--	--	--	--	--
M.Phil.	--	--	--	--	--	--	--
PG	--	--	--	--	--	--	--

22. *Number of Visiting Faculty/Guest Faculty engaged with the College.* | 12 |

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

Categories	Year 1 2009-10		Year 2 2010-11		Year 3 2011-12		Year 4 2012-13	
	Male	*Female*	*Male*	*Female*	*Male*	*Female*	*Male*	*Female*
SC	6	8	4	7	9	9	13	11
ST	5	10	8	11	15	14	17	13
OBC	55	95	57	112	46	118	43	105
General	108	120	136	194	144	270	142	271

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

Type of students	UG	PG	M. Phil.	Ph.D.	Grand Total
Students from the same state where the college is located	571	36	--	3 (applied for registration)	610
Students from other states of India	--	--	--	--	--
NRI students	--	--	--	--	--
Foreign students	--	--	--	--	--
Total	*571*	*36*	*--*	*03*	*610*

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

UG | 8.29 | *PG* | 12.26 |

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. 51900

   (b) *excluding the salary component*

   Rs. 17845

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.**

   Awaiting final approval from IGNOU

   c) **Number of Programmes offered**

   NA

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

   Yes ☐   No ☐   NA ☑

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

   BA Programme   : 1:22
   BSc Programmes : 1:25
   BCom Programme: 1: 50
   MSc Programme   : 1:10

29. **Is the college applying for Accréditation :**

Cycle 1 ☐   Cycle 2 ☑   Cycle 3 ☐   Cycle 4 ☐

Re-Assessment: ☐

(Cycle 1refers 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: 02/02/2006 Accreditation Outcome/Result : Grade 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.*

   | 191 |

32. *Number of teaching days during the last academic year*
   (Teaching days means days on which lectures were engaged excluding the examination days)

   | 170 |

33. *Date of establishment of Internal Quality Assurance Cell (IQAC)*
   IQAC 01/03/2006 (dd/mm/yyyy)

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

   AQAR   (i)   17/05/2010 (2008-09)
   AQAR   (ii)   19/11/2010 (2009-10)
   AQAR   (iii) 19/11/2011 (2010-11)
   AQAR   (iv) 11/12/2012 (2011-12)

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

   Nil

CRITERION-WISE INPUTS
CRITERION I: CURRICULAR ASPECTS

1.1   Curriculum Planning and Implementation

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

The Motto: Education for Total Liberation

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

Mission and Objectives: To make knowledge available to the students through quality education irrespective of their religion, caste or sex, but keeping in view the educational needs of the Christian Community as well, thus to be an active agent contributing to the socio-economic and cultural transformation of Wayanad**.**

The Vision and Objectives are stated in the Memorandum of Association of the Roman Catholic Diocese of Mananthavady, registered under the Societies Registration Act (Act XXI) of 1861-S.No.277/2000 and in the College Calendar.

Education is looked upon not just as a search for knowledge, but as a great mission in which both the teachers and students participate in the process of developing human resources for the benefit of the society and nation. Though educational and social uplift of the minority community is an important objective, the Institution accommodates the interests of all the educationally disadvantaged and marginalized sections of the society, especially tribal students and girl-students. The College, situated in a tribal area, takes care to motivate and provide opportunities and facilities to tribal students aspiring for higher studies. Since 75% of our students are girls, the College makes it a mission to empower girls into globally competent, socially committed and morally upright citizens, who can contribute to the development and well-being of the nation.

Since higher education has now become an international service, the Institution also aims at facilitating the development of global competency in our students, encompassing the following Goals and Objectives:

- To act as a centre for "Information, Formation and Transformation" by providing value-based and technologically aided educational facilities to everyone without any discrimination of creed, caste and gender.

- To impart quality education among the students, who pass through the portals of this Institution to equip them to gain admission to prestigious Institutions and to take up challenging jobs.

- To inculcate a strong value system in the students through social service, value education and extension activities, and help the students assimilate basic human values like love, honesty, tolerance, empathy, integrity, truthfulness etc.

- To attract students from the marginalized sections of the society, especially the scheduled caste/tribal population, to higher education and thus empower them to play a positive role in the society.

- To create a culture of eco-spirituality that makes the students sensitive to environmental issues.

The Vision and Mission of the College are communicated to the stakeholders through the following ways:

- It is posted in the College Website, www.marymathacollege.org.

- Exhibited on Plaque outside the office of the Principal.

- Printed in the Brochure and the Prospectus.

- Printed in the College Calendar, Newsletters and the Annual College Magazine.

- Communicated to the newly enrolled students during the Orientation Programme.

- Communicated to parents during Parent-Student-Teacher (PST) Meetings.

- Communicated to all the students through their Mentors.

- The Principal highlights the Vision and Mission to the students and their Parents on Freshers' Day.

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 Institution follows the Curriculum designed by the University.

- In the beginning of each Semester the Principal directs the HODs to hold the Department Level Meetings to schedule and chalk out the Action Plans for the effective implementation of the Curriculum.

- At the Department Level, the HODs schedule the workload in consultation with the faculty for the effective implementation of the prescribed Curriculum.

- It is the responsibility of the individual teachers to see that the Curriculum is implemented effectively in the classroom.

- Periodic Monitoring and Evaluation is done at the Department Level.

Examples:

- There is a system of collecting and consolidating the Absentees Slips daily. The number of classes taken by individual faculty is being displayed on the Staff Notice Board on a regular basis. The Principal monitors the system periodically.
- Effective functioning of the Mentoring System ensures the continuous monitoring of Student-Progress.
- Remedial Classes are arranged for the needy.
- The consolidated reports of the Continuous Evaluation, countersigned by the Principal are regularly being sent to the University.
- In order to check the effectiveness of implementation, the Stakeholders' Feedback is collected to modify/alter the implemented strategies, if needed.
- All the necessary infrastructural facilities (including ICT) for effective teaching learning are provided by the Institution.
- Individual faculty members have the freedom to select the library books to be purchased for the Central Library.

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?

- The University provides orientation for the effective translation of the Curriculum in a phased manner.

- Orientation and Refresher Programmes are held by the University for

sensitizing the teachers on the latest developments in the respective fields and improving their teaching skills.

- University convenes regular meetings of the College-level Co-ordinators and holds teacher-Workshops for the effective implementation of the Choice Based Credit and Semester System.

- The Institution provides ICT enabled technologies for enhancing teaching effectiveness.

- The Network Resource Centre in the College provides ample opportunities for the academic community to explore the avenues of INFLIBNET. In addition to that the Institution provides e-learning facility to access the latest developments in various disciplines.

- The following facilities are available to ensure an effective learning experience:

  - 24 hours free Internet access in all Staff Rooms on NMEICT (National Mission on Education through Information and Communication Technology) Scheme.

  - The faculty and researchers in the Institution utilize the Internet facilities for Open Access Publication and downloading Open Access Journals.

  - ICT enabled Classrooms (12/18 classes are digital of which six are smart classrooms).

  - As a part of equipping the faculty on mobile learning, each department is provided with a NETBOOK and a Digital Camera.

  - CD Libraries in Departments.

- The students and faculty are exposed to advanced level of knowledge and skill through the following methods:

  - Blended Learning: The Institution promotes face-to-face classroom methods with computer mediated teaching activities. This creates a more integrated approach for both the teachers and students.
  - M-learning: The College promotes M-learning with the use of mobile devices like Laptop Computers, Netbook Computers, Mobile Phones and Tablets so that learners can learn from various locations at their own pace. The objective of M-learning is to provide the learner the ability to assimilate learning anywhere and at any time.

- Expert Lectures: In order to sustain the academic quality, the College invites experts in various disciplines regularly for interacting with the academic community, which enables them to keep abreast of the recent developments.

1.1.4 Specify the initiatives taken up or contribution made by the Institution for effective Curriculum delivery and transaction on the Curriculum provided by the affiliating University or other statutory agency.

- The College is keen on providing academic and infrastructural facilities for effective Curriculum delivery.

- The Institution deployed ICT into education with an objective of the creation of new possibilities for learners and teachers to engage in new ways of information acquisition and analysis.

- In the Infrastructure Masterplan prepared by the IQAC of the Institution, priority has been given to deploy and upgrade the IT infrastructure and associated facilities in the College.

- The Institution realizes that ICT support will help improve the quality of teaching learning process and the quality of Curriculum delivery on an equitable basis and will transform the culture and practice of traditional memory-based learning to education that stimulates thinking and creativity, necessary to meet the challenges of the century.

- Accordingly a second Computer Lab with 25 Computers has been set up in the College. In this Lab, facilities are earmarked for the students of Departments other than Computer Science so as to ensure that the IT facilities are available to all students in the campus.

- 12 Digital Classrooms, 2 each (3rd year and 2nd year Classes) in each Major Department have been set up in the College. The Institution is planning to provide Digital Classroom facility to the first year students of all the Departments too.

- The Computer Literacy Programme, which was started in 1995 at the very beginning of the College, aims at equipping the students with basic Computer knowledge.

- Students are given training at various levels and are encouraged to present Seminars using Power Point and such other Software.

- The Network Resource Centre in the College provides ample opportunities for the academic community to explore the avenues of INFLIBNET.

- In addition to that the Institution provides e-learning facility to access the latest developments in various disciplines.

- The following facilities are available to ensure effective Curriculum delivery and learning experience:

    - 24 hours free Internet access in all Staff Rooms on NMEICT Scheme
    - The faculty and researchers in the Institution utilize the Internet facilities for Open Access Publication and downloading Open Access Journals
    - ICT enabled Classrooms (12/18 classes are Digital of which six are Smart Classrooms)
    - As a part of equipping the faculty on Mobile Learning, each department is provided with a NETBOOK and a Digital Camera
    - CD Libraries in all departments
    - To equip the teachers with ICT enabled teaching, the IQAC organized a Regional Workshop on *Informatics* for the College Teachers across Wayanad sponsored by the Kerala State Higher Education Council (28-30 October 2010).

1.1.5. *How does the Institution network and interact with beneficiaries such as industry, research bodies and the University in effective operationalisation of the Curriculum?*

University:
- The Institution interacts and networks with the University through various Academic Bodies for the effective operationalisation of the Curricula.

- Almost all senior faculty are members of at least one of the Academic Bodies (Syndicate, Senate, Academic Council, Faculty, Research Council, Doctoral Committee, PG and UG Boards of Studies etc.). Please see 1.1.6 for details.

- The Curricula for all the Courses are designed by the respective Boards of Studies (BOS) of the Kannur University, to which the College is affiliated.

Industry:
- The Institution invites experts from various industries to deliver Expert Lectures and to interact with the students and teachers of the College.

- With the expert advice of such people, new trends are incorporated in the syllabus of UG Programme.

- Career and Placement Cell in consultation with the various Department organizes Industry-Institution interaction.

1.1.6 *What are the contributions of the Institution and/or 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.*

- The Curricula for all the Courses are designed by the respective Boards of Studies (BOS) of the Kannur University, to which the College is affiliated. The Kannur University has introduced Choice-based Credit and Semester System (CCSS) for UG Courses in the year 2009-10.

- As a prelude to this, 2 day/5 day subject-wise Workshops were conducted for restructuring the Curriculum. All permanent teachers of the College participated in these Workshops and many of them contributed to designing the Curricula of the new Courses.

- **Syndicate**: Dr Sudha Devi, Member of Kannur University Syndicate (2006-2010) and the Convener of the Standing Committee on Course and Research took active role in finalizing the Curricula of the UG and PG Programmes of Kannur University. She was a Member in the Syndicate Sub Committee constituted for the implementation of Choice based Credit Semester System (CCSS) at the UG level in the affiliated Colleges of Kannur University. She has also associated with the restructuring process of the Theory and Practical Syllabus of Biological Techniques.

- **Senate**: Two teachers, Dr Germina K A (1998-2001) and Dr Sudha Devi A R (2006-2010) had been Members of the Kannur University Senate.

- **Academic Council**: Three teachers of this Institution Dr. P K Prasadan, Dr Shaju P P and Dr A R Sudha Devi had been Members of the Academic Council (of Kannur University) - the highest academic body of the University.

- **Faculty:** Dr Rajiv Thomas is a Member of the Faculty of Science and Dr Shaju P P has been a Member of the Faculty of Communication of Kannur University. Dr Sudha Devi, being a Member of the Syndicate, had been a member of all Faculties of Kannur University during 2006-2010.

- **Research Council**: Dr Germina K A, Dr P K Prasadan, Dr Sudha Devi A R and Dr. Joseph K J are Members of the Research Council of Kannur University. Dr Raju George, the Principal and a Research Guide in English is a member of the Research Council of both the Kerala University and the MG University since 1994 and 1996.

- **P G Boards of Studies:** Three Faculty Members, Dr P K Prasadan, Dr Joseph K J and Dr Thomas Monoth have been members of the PG Boards of Studies in Zoology, Malayalam and Computer Science respectively of Kannur University. Dr Rakesh Kalia (Hindi), Dr Rajiv Thomas (Biochemistry and Pharmaceutical Chemistry) and Dr Maria Martin Joseph (Physical Education) were members of various PG Boards of Studies of the University of Calicut. In this capacity they played active role in designing the Syllabus of the PG Programmes in their respective subjects.

- **UG Boards of studies:** Dr Thomas Monoth is the Chairman of BOS in Computer Science of Kannur University and Member of the BOS of IT & Printing Technology in the University of Calicut. Dr Maria Martin Joseph is a member of the BOS of Physical Physical Education in the University of Calicut. Four other teachers, Dr Raju George, Principal (Functional English), Dr Germina K A (Mathematics), Dr Rajiv Thomas (Chemistry), Dr P K Prasadan (Zoology), Dr Shaju P P (Journalism Combined) and Dr Joseph K J (Malayalam), Dr Rakesh Kalia (Hindi), Ms Jisha T E (Computer Science) are members of various BOSs of Kannur University. Dr Rajiv Thomas had been a member of BOS in Biochemistry and Pharmaceutical Chemistry and Dr Shaju P P in the BOS of Journalism of the University of Calicut.

- **Expert Committee for Curriculum Designing:** Dr P K Prasadan had been the Chairman (2008-2012) of the Expert Committee in Applied Zoology for formulating the Curriculum and Syllabus of MSc Applied Zoology Course of the Kannur University. Dr Shaju P P had been the Chairman of the Expert Committee in Journalism of Kannur University. Dr Joseph K J has been a Member of the Expert Committee in Rural and Tribal Sociology for formulating the Curriculum and Syllabus of MA in Rural and Tribal Sociology of Kannur University.

- **Doctoral Committee:** Dr P K Prasadan had been the Chairman of the Doctoral Committee in Zoology of Kannur University from 2009-2012 and presently he is a Member of the Committee. Dr Sudha Devi A R (Zoology); Dr Germina K A (Mathematics) and Dr Joseph K J (Malayalam) are Members of the Doctoral Committees in their respective subjects.

- **Ph D Course Work**: Dr P K Prasadan is the first Co-ordinator of the PhD Coursework Programme in Zoology of the Kannur University. The Co-ordinator is responsible for designing the Syllabus of the Course Work and for preparing Model Question Papers for the University Course Work Examinations.

- **Teacher Coordinator**: Dr Savio James has been the Teacher Co-ordinator at the College level to look into the smooth functioning of the CCSS.

- **Others:** Dr P K Prasadan is Member of the Committee constituted by the Kannur University to study and report on '*Revamping of Credit and Semester System for PG* Courses *in the University Departments'*.

- Formal feedback on Curriculum from the outgoing students and the Informal Feedback from Faculty and Alumni are collected, and are subjected to discussion in the departments concerned. The relevant suggestions/recommendations are conveyed to the Members of the Academic Bodies of the University for discussions at higher levels and implementation/approval.

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.)*

Yes. Based on the *local need assessment*, two Certificate Courses on local specific Curricula (Organic Farming and Herbal Medicine & Primary Healthcare) have been introduced in the College for the students and local public. The Courses are financially supported by the UGC. The Institution developed Curriculum and Syllabus for the following Certificate Courses (for details please refer 1.2.1):

- Communicative English
- Organic Farming
- Herbal Medicine and Primary Healthcare
- Computer Application
- Yogic Science

1.1.8 How does Institution anlayse/ensure that the stated objectives of Curriculum are achieved in the Course *of implementation?*

The Institution has an efficient mechanism to analyse and ensure the realization of the Objectives of the Curriculum.

- IQAC prepares the Academic Masterplan and places it before the College Council for discussion and recommendation for implementation. As per the recommendations of the Council, the Institution implements the Teaching, Learning and Evaluation schedules as envisaged in the Masterplan.
- Based on this Plan and the University Schedule, the Institution prepares the Academic Calendar, which includes Teaching Schedule, proposed dates of various Curricular and co-Curricular activities and common Internal Evaluation Tests for the year.
- In the beginning of the academic year, HODs convene departmental meetings for work allotment and timetable setting.
- Examination timetable is displayed on Student Notice Boards well in advance.
- Syllabus and Question Paper Patterns are made available to the students in the beginning of every semester.
- At the end of every academic year, and of late after every Semester, the Principal and the Teaching Faculty meet for an evaluation of the academic activities of the year. Schedules for teaching, conduct of examinations, conduct of Seminars, Workshops and other Curricular & co-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 Programmes for the next year.

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.*

In addition to the Regular Programmes, the Institution offered three Certificate Courses – 1. Certificate Course in Communicative English, 2. Certificate Course in Organic Farming and 3. Certificate Course in Herbal Medicine and Primary Healthcare. In addition to this all the Departments have been offered a Course in Computer Application and Yoga and Health Sciences.

1.   **Certificate Course in Communicative English**

Introduction:

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. The Certificate Course in Communicative English was started considering the fact that majority of the students, who belong to rural environment do not have adequate communication skills.

Aims and Objectives

- To train the students in the use of English for academic and interactional purposes

- To develop the Listening Skills of the students so that they can understand English in a range of contexts

- To develop the Speaking Skills of the students so that they can orally express thoughts, opinions and arguments in a variety of contexts

- To develop the Reading Skills of the students so that they acquire a range of reading skills and strategies to cope with academics and conversational exchanges

- To develop the Writing Skills of the students so that they are able to express in writing thoughts, opinions and arguments in a variety of contexts.

- To raise the students' awareness of English so that they acquire the ability to make use of the grammatical devices and lexical resources of English in efficient communication.

- To enable the students to develop into autonomous learners by mastering the language skills and thereby raise their competence and employability.

2. **Certificate Course in Organic Farming**

Introduction

The Department of Zoology has been conducting a Certificate Course in Organic Farming. The backbone of the economy of Wayanad is agriculture. Unscrupulous and non-judicious application of Chemical Pesticides in the agriculture land resulted in the complete destruction of the soil fertility. A culture of traditional farming with emphasis on the application of organic materials as fertilizers and pesticides need to be inculcated among the public through the younger generation. The Institution considers this as their responsibility to make the students aware of the need of a thorough attitudinal change in future agriculture practices.

Aim and Objective of the Course

The Objective of the Course is to introduce the basic concepts of Organic Farming to the students and the local public.

3. **Certificate Course in Herbal Medicine and Primary Healthcare**

Introduction

The Department of Biological Techniques has been conducting a Certificate Course in Herbal Medicine and Primary Healthcare. Modern healthcare system is inaccessible to the majority of population since it has become highly commercialized. It subjects them to a series of lab tests and diagnoses, often unnecessary, and stuffs them with all kinds of drugs that are mostly useless and even hazardous, all to the advantage of Drug Companies. In this juncture it is high time to promote Traditional Healthcare System among the younger generation.

Objectives:

- To understand the relevance of Herbal Medicines and their role in Primary Healthcare.
- To equip and empower people with sufficient knowledge on Herbal Medicines and Primary Healthcare.
- To promote health and disease prevention to sustain good health.
- To enable individuals and communities to take proper healthcare decisions

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

Choice Based Credit System and Range of Subject Options

- With the introduction of the Choice Based Credit Semester System by the University in the academic year 2009-10, students of one Department have the option to choose Open Courses offered by other Departments. Taking the requirements of students in mathematical skills, communicative skills, physical fitness, environmental awareness, culture potentials of economically important animals etc. into consideration, the Institution offers Open Courses in Business Mathematics, Communicative

English, Physical Fitness and Training, Environmental Science, Aquaculture, Sericulture and Apiculture respectively.

- The credits secured by a student through the Open Course from other Departments will be added to the total Credits earned by him/her in that Semester.

- In addition, there is an option for choosing the Second Language from among Malayalam, Hindi, French, Sanskrit and Arabic.

- As per the existing University Norms, once the Core Subject is chosen by a student at the time of admission to the first Semester, he/she does not get a chance to change the same.

Courses Offered in Modular Form

- The Open Courses offered in the fifth and sixth Semester UG Programmes only are in Modular Form.

Credit Transfer and Accumulation Facility

- The Choice Based Credit and Semester System (CCSS) offer the facility for Credit Transfer when a student gets transfer from one Institution to another under the same University.

Lateral and Vertical Mobility within and across Programmes and Courses

- Lateral mobility is limited to Open Courses only. Students of one Department have the option to choose Open Courses offered by other Departments

- University Rules do not allow Lateral or Vertical Mobility within and across any Programme or Courses.

- Being an affiliated College, the Institution is bound to follow the Rules and Regulations framed by the University in this regard.

Enrichment Courses

- The Institution offers Open Courses in Business Mathematics, Communicative English, Physical Fitness and Training, Environmental Science, Aquaculture, Sericulture and Apiculture. These Open Courses are to enrich students in mathematical skills, communicative skills, physical fitness, environmental awareness and culture potentials of economically important animals respectively.

- Students enrolled for regular UG Programmes have the option of doing Certificate Courses offered by the Institution.

- The following are the other Enrichment Programmes offered by the College:

  - Coaching for Competitive Examinations for SC/ST and Minority Students

  - Remedial classes for Slow and Disadvantaged Learners

  - Career Guidance and Placement Cell offers yearlong coaching Programme for students for entry into Services.

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.

Yes.

- The Institution offers two Self-financing Programmes - B. Sc. Chemistry and M. Sc Mathematics in the College.

- Both the Courses are recognized by Kannur University.

- The students of the Self-financing Programme are treated as equivalent to the students of the regular stream in every activity of the Institution.

- The College strictly follows directions given by the University regarding admission procedures, finalizing the fee structure and setting the qualification of teachers.

- The salary of the teachers is fixed by the College Management.

1.2.5 Does the College provide additional skill oriented Programmes, relevant to regional and global employment markets? If 'yes' provide details of such Programme and the beneficiaries.

Yes.

All the Certificate Courses and Enrichment Programmes given in 1.2.1 and 1.2.3 aim at the skill development in different areas which are relevant to the demands in Regional and Global Employment Markets.

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/combination of their choice" If 'yes', how does the Institution take advantage of such provision for the benefit of students?

The process of setting up the IGNOU Study Centre in the Campus is in the pipeline. The Institution shall provide flexibility of combining the conventional face to face and Distance Mode of Education for students when the Centre is sanctioned.

1.3   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?

- The University follows the Higher Education Policies stipulated by the UGC and Kerala State Higher Education Council in designing the Curriculum.

- The Institution strictly follows the Curriculum designed by the Affiliating University and supplements it by Certificate Courses, Extension Activities, Outreach Programmes and Activities of Clubs and Associations.

- The Institution has set the Goals and Objectives for the formation of the students contributing to national development, by fostering global competence among them through Communication Skills, ICT enabled Learning, inculcating Research Aptitude etc.

- The Institution also promotes better use of technology for teaching, learning, research and administration.

- By adopting modern trends in Higher Education the Institution seeks to achieve the *stated vision*.

1.3.2   What are the efforts made by the Institution to modify, enrich and organize the Curriculum to explicitly reflect the experiences of the students and cater to needs of the dynamic employment market?

- The Senior Faculty who are members of one or the other Academic Bodies (Syndicate, Senate, Academic Council, Doctoral Committee, Research Council, PG Boards of Studies, UG Boards of Studies etc.) of

the University (Please see 1.1.6 for details) play active role in enriching the University Curricula.

- Formal Feedback from the outgoing students and the informal feedback from Faculty and Alumni on Curriculum are collected and subjected for discussion in the respective Bodies of the College. The relevant suggestions/recommendations are conveyed to the members of the Academic Bodies of the University for discussion at higher levels and implementation/approval.

  - In the New Syllabi of all Subjects, emphasis has been given to improving the communication and computer skills.
  - A paper on *Informatics* has been included in the syllabus of all UG Programmes.
  - Major Departments, including the Physical Education Department offer Open Courses to the final year (5th and 6th Semester) students. These Courses aim at enhancing the interdisciplinary skills of students and make them more suitable/equipped for employment. The students have the facility to choose their open Courses.
  - The Members of the Boards of Studies and other academic bodies of the University from this College made major contributions in drafting the syllabi of various undergraduate and Post Graduate Courses of the Kannur University.

- The Institution is keen on enriching the University Curricula through supplementary efforts for making the students competent.

- The Institution has an efficient Career and Guidance Cell to provide support for equipping them to meet the challenges in the job market. A number of Forums/Clubs/Associations etc. are there for supporting the students in co-curricular and extra-curricular activities.

1.3.3 Enumerate the efforts made by the Institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the Curriculum?

The Institution takes efforts to integrate the following Major Cross Cutting Issues into the Curriculum:

No	Cross Cutting Issues	Efforts taken	Remarks
1	Gender Equality	• Gender Equality is ensured in the Institution while effectively translating the	Members of Boards of Studies play

		Curriculum • While choosing the text books for the first and second languages, emphasis is being given to the books dealing with social, environmental, political etc. issues that focus on gender equality and address the issues of marginalized communities. • Women's Cell of the College looks after issues related to gender discrimination, etc.	pivotal role in the text book selection for language Courses
	Climate Change	Being a global concern, Climate change has been seriously debated and discussed in Classrooms generally, and particularly in the Zoology and Chemistry Courses as it is part of the syllabus.	
	Environmental Education	• Being situated in the Western Ghats, a *mega-biodiversity hotspot of the world*, the Institution gives top priority to Environmental education. • The message of conservation of environment has been disseminated through various Clubs and Forums like Bhoomithrasena Club, Save Green Club, Nature Club, NSS, etc. • Environmental Studies are incorporated in the Syllabus of all degree Courses as per the direction of the Hon Supreme Court of India	
	Human Rights	• Human Rights issues are frequently discussed and	

		debated in the College. • Students are made aware of tribal issues as the College is located in a tribal belt. • This subject has been incorporated into the Syllabus of Political Science, a Complementary Course of BA Functional English.	
	ICT	• Informatics has been introduced as a paper (Course) in all science degree Programmes. • ICT enabled teaching learning processes have been in practice in the Institution. Out of the 18 Classrooms 12 are digitized (of which 6 are equipped with interactive smart boards). • The College has NRC, free Internet facilities for students and teachers, INFLIBNET, Computerized Library etc to promote ICT enabled teaching and learning.	

1.3.4 *What are the various value-added Courses/enrichment Programmes offered to ensure holistic development of students?*

Moral and Ethical Values

• In order to inculcate moral and ethical values among students, the Institution, through various Forums/Clubs/Organizations organizes Value Education Programmes focusing on moral and ethical values.

• Apart from the teacher Coordinators of Clubs etc. the Mentors and the Professional Counselor support the students in disseminating the message of moral and ethical values.

- Since Philosophy of Science is a part of the Syllabus of many Courses, science teachers get opportunity to discuss the dynamics of nature, humanity and the process of scientific development.

- Though it is a minority Christian Institution, the College promotes secular values among the academic community through the following ways:

  - Holding Interreligious Prayer in the Annual Academic Year Inauguration/Excellence Day
  - Maintaining a Prayer Hall for the believers of all Religions
  - Celebrating Festivals of all Religions

Employable and Life Skills

- All Certificate Programmes offered by the Institution aim at equipping the students to become self supportive and employable. Eg. 1. Certificate Course in Communicative English, 2. Certificate Course in Organic Farming and 3. Certificate Course in Herbal Medicine and Primary Healthcare.

- The Institution offers Open Courses in Business Mathematics, Communicative English, Physical Fitness and Training, Environmental Science, Aquaculture, Sericulture and Apiculture. These Open Courses are to enrich students in mathematical skills, communicative skills, physical fitness, environmental awareness and culture potentials of economically important animals respectively.

Better Career Options

- The Career & Placement Cell and the Entrepreneurship Club organize various Programmes to provide the students better exposure to career opportunities and to equip them to meet the demands in the job market.

- The B Com Degree Programme offered in the College has a paper on Entrepreneurship.

- The College has a Career Guidance and Placement Cell (CGPC).

- The Mentors support their Mentees in setting the career priorities.

Community Orientation

- The Institution promotes activities targeting on the socio-economic development of Wayanad. The College carefully designs and monitors

academic, co-curricular and extra-curricular action plans so as to achieve this goal.

- The Institution promotes communal harmony among the students and makes the students aware of the significance of religious festivals and inter-religious gatherings that promote *universal brotherhood*

- NSS and NCC activities along with the activities of various Clubs and Associations promote Community Orientation.

- The Institution encourages Student-Projects on social and environmental issues at the Departmental level.

- Community Orientation is promoted by holding inter-religious prayer meet on the Academic Excellence Day and celebrating religious festivals.

- Every extra-curricular and co-Curricular activity of the College aims at inculcating Community and Social Orientation among the students.

1.3.5 Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the Curriculum?

1. Feedback from Ongoing and Outgoing Students:

   Feedback on Curriculum is collected from the students in an informal way during academic discussions. Formal Feedbacks on Curriculum/syllabus collected from the outgoing students of each batch are pooled by the Heads of respective Departments. After discussing the matter in the Department Councils the recommendations will be intimated to the members of Boards of Studies and other Academic Bodies of the University for further discussion at higher levels.

2. Feedback from Alumni:

   Formal Feedbacks are collected from the Alumni during the Annual Alumni Meeting. Informal feedbacks from them are obtained during their College visits, through Social Networking, Emails, Phone Calls etc.

3. Feedback from Parents:

   Informal Feedbacks are obtained from the parents during Parent-Student-Teacher (PST) Meetings/Interactions, which are held at least once in every six months. Formal Feedbacks obtained from the parents during Parent-Student-Teacher (PST) meetings are properly recorded.

4. Feedback from Educationalists:

Informal feedbacks are obtained from Educationalists through interactions when they visit the College.

5. Feedback from Academic Societies/Associations:

Data on academic matters/Curricula are also obtained through discussions in the Academic Committees of Teacher Organizations and Academic Societies/ Associations of teachers.

6. Feedback from Neighbouring Communities:

Interactions with neighbouring community are regular practices of this Institution. The extension Programmes organized by the College especially through NSS, NCC, Blood Donors Forums and other Clubs and Organizations etc. offer the Institution a chance to assess the effectiveness of such Programmes.

Thus, the feedback obtained from various stakeholders are subjected for serious discussions at various levels in the Institution and the fruits of the discussions are intimated to the College Management and Academic Policy Makers in the University through the members of Boards of Studies and other higher Academic Bodies of the University.

The Internal Quality Assurance Cell (IQAC) monitors Academic Auditing and maintains quality in every   activity of the College.

Through these efforts, the Institution plays a major role in enriching the Curriculum.

1.3.6. How does the Institution monitor and evaluate the quality of its enrichment Programmes?

- Every Programme is coordinated by one or more faculty members. These Programmes are evaluated by the stakeholders and are properly recorded. At the annual planning and evaluation meeting, activities of every Forums are evaluated and suggestions for improvement are placed.

- 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, 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.

1.4 Feedback System

1.4.1 What are the contributions of the Institution in the design and development of the Curriculum prepared by the University?

- The Curricula for all the Courses are designed by the respective Boards of Studies (BOS) of the Kannur University to which the College is affiliated. The Kannur University has introduced Choice-based Credit and Semester System (CCSS) for UG Courses in the year 2009-10. As a prelude to this, 2 days/5 days' Subject-wise Workshops were conducted for Restructuring the Curriculum. All permanent teachers of the College participated in these Workshops and many of them contributed in designing of the Curricula.

- In the capacity of the members of the following academic bodies, majority of the faculty members of this Institution play a pivotal role in designing the Curricula of the undergraduate Programmes of the University (Please see 1.1.6 for details).

- Formal feedback on Curriculum from the outgoing students and the informal feedback from faculty and alumni are collected and are subjected for discussion in the departments concerned. The relevant suggestions/recommendations are conveyed to the members of the academic bodies of the University.

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?

Yes.
1. Feedback on Curriculum is collected from the students in an informal way during academic discussions.

2. Formal Feedbacks on Curriculum/syllabus collected from the outgoing students of each batch are pooled by the Heads of respective Departments. After discussing the matter in the Department Councils the recommendations will be intimated to the members of Boards of Studies and other Academic bodies of the University for further discussion at higher levels.

3. Formal Feedbacks are collected from the alumni during the Annual Alumni Meeting. Informal Feedbacks from them are obtained during their College visits, through social networking, emails, phone calls etc.

4. Informal Feedbacks are obtained from the parents during Parent-Student-Teacher (PST) meetings/interactions, which are held at least once in every six months. Formal feedbacks obtained from the parents during Parent-Student-Teacher (PST) meeting are properly recorded

5. Informal Feedbacks are obtained from educationalists through interactions when they visit the College.

6. Data on academic matters/Curricula are also obtained through discussions in the academic committees of teacher organizations and Academic Associations of teachers.

Thus, the feedback obtained from various stakeholders are subjected to serious discussions at various levels in the Institution and the fruits of the discussions are intimated to the academic policy makers in the University through the members of Boards of Studies and other higher academic bodies of the University.

Internal Quality Assurance Cell (IQAC) monitors Academic Auditing, sets *quality benchmarks* and plays a lead role in the maintenance of quality in every activity of the College.

Through these efforts, the Institution plays a major role in enriching the Curriculum.

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?)

Yes.
The Institution took initiative to introduce new Certificate Courses for the ongoing students of the College.

1. Rationale for introducing the Certificate Courses are:

   a. <u>Certificate Course in Communicative English</u>: Majority of the students of this Institution are the products of Malayalam medium schools, hails from poor rural background and is first generation learners. Eventhough they are better in their major subjects, their English Language Communication Skill (both oral as well as written) is poor. If the Institution takes initiative to bring them up by providing opportunity to

improve their communication skill, their level of confidence can be elevated and they will be better equipped to meet the demands in the job market. This was the driving force in introducing the Course in Communicative English. Moreover, the facilities in the Language Lab can be better utilized for the Course.

b. <u>Certificate Course in Organic Farming</u>: The Green revolution technology, particularly in India, led to manifold increase in food grains production, but has made demands on water, fertilizer and farm power. The effect of intensive cropping has resulted in deteriorating soil tilth and decreased organic matter content. High level of chemical inputs has been increasing the pollution hazard and resulting in further degradation of soil health. The increased use of agro-chemicals is polluting water and atmosphere and thus affecting the crop production, production of livestock. In order to create an awareness among the students and local public about the significance of organic farming, the Department of Zoology decided to offer a Certificate Course on Organic Farming.

c. <u>Certificate Course in Herbal Medicine and Primary Healthcare</u>: Modern Healthcare is inaccessible to the majority of the population, as it has become highly commercialized. It subjects them to a series of lab tests for diagnoses, etc. often unnecessary and stuffs them with all kinds of drugs that are mostly useless and even hazardous, all to the advantage of Drug Companies. This Course is to make the younger generation aware of the relevance of Herbal Medicines and their role in Primary Healthcare.

2. With constant efforts by the College Management, two Ongoing Self Financing Courses (B Sc Computer Science and B Com with Computer Application) could be elevated to the status of Aided Courses. An Aided Course in the College ensures qualified (as per the UGC norms) teaching faculty, lesser tuition and other fee for the students, chances to get financial assistance from Governmental Agencies for academic development and better quality teaching and learning practices in the department concerned. This would change the academic quality of the Institution.

3. PhD Programme started in two Departments (Mathematics and Zoology) of the College.

Any other relevant information regarding Curricular aspects which the College would like to include.

Nil

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?*

The Institution ensures publicity and 100% transparency in the admission process.

- The College ensures publicity and transparency through the prospectus and Institutional website: www.marymathacollege.org.

- The brochure and Prospectus are sent to Higher Secondary Schools in the districts of Wayanad, Kannur and Kozhikode at the time of announcement of Plus 2 result; admission notification is published in the Diocesan Bulletin and is announced in the churches of the Mananthavady Diocese.

- All the applications received are processed and ranked strictly according to Government and University Guidelines.

- Teachers from all departments are involved in the admission process.

- Rank Lists for General Seats, Community Quota, and Reservation Quota are published on the Notice Board separately.

- The method of calculation of Index Marks is also displayed on the Notice Board.

- Interview Cards are sent to all applicants in the Sure List Category and the Chance List Category, through India Post, well in advance of the interview dates.

- Considering the remoteness of Wayanad district, each Department contacts the applicants over phone and informs the scheduled date of interview.

- Admission to the various quota - SC/ST, OBC, differently Abled and Sports – is filled according to the Govt. Guidelines.

- Being a Govt aided Minority Institution, admission to the Management and Community Quota are filled by adhering to the stipulated norms.

- Applicants who attend the interview are admitted strictly according to the Order of Merit as published on the Notice Board.

- Fee Receipts are given immediately after payment of the fees.

- The General Rank List and the list of admitted candidates are sent to the University immediately after the completion of the Admission Process.

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.

- Admissions to all UG and PG Programmes are based strictly on Merit; there is no Common Entrance Test for admissions.

- The norms and guidelines of the Government and the University, including reservation for socially backward and differently-abled persons are strictly followed.

- The minimum marks for admission is as prescribed by the University.

- For UG Courses, the eligibility criterion is a pass in Higher Secondary/equivalent examination. For PG Mathematics, 50% marks in B. Sc. Mathematics, for General Category and 45% for OBC and a pass for SC/ST.

- The admission process is fully automated.

- The Admission Committee, constituted according to the rules and regulations laid down by the University, comprising of the Principal, Heads of all Major Departments and the Office Superintendent monitors the admission process.

- Merit Lists are displayed on the Notice Board sufficiently early.

- The applicants can verify the list and, discrepancy, if any is noticed, they are given a chance to get it rectified within a stipulated time as per University Norms.

- The Selection Criteria are also displayed on the Notice Board.

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.

(Data given below is the average from 2006-07 to 2011-12)
<u>Minimum and Maximum   Percentage of Marks for Admission at Entry Level</u>

Programmes (UG and PG)	Open category		SC/ST category		OBC	
	Highest Index Marks	Lowest Index Marks	Highest Index Marks	Lowest Index Marks	Highest Index Marks	Lowest Index Marks
Mathematics	680	386	480	452	506	433
Chemistry	681	306	486	308	552	527
Zoology	656	257	499	312	552	538
Comp Science	686	319	443	335	515	515
Fun. English	775	453	601	324	555	453
B. Com	614	217	513	390	440	392
M.Sc. Maths	1795	1456	-	-	-	-

Comparison with Neighbouring College Affiliated to Kannur University (Minimum and Maximum   Percentage of Marks)

Programmes (UG and PG)	Open Category		SC/ST Category		OBC	
	Highest Index Marks	Lowest Index Marks	Highest Index Marks	Lowest Index Marks	Highest Index Marks	Lowest Index Marks
B. Com* Mary Matha College	614	217	513	390	440	392
B. Com, Govt. College, Mndy	427	198	467	322	379	314

* B Com is the only graduate level Programme offered, in common, by both the Colleges.

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

- Yes. The Admission Committee monitors the entire admission process. Merit List is displayed on the Notice Board and provision is given for the candidates

to verify the Grade Marks. The Method of Calculation of the Grade Marks is also displayed on the Notice Board.

- The Admission Committee is also responsible for reviewing the Admission Process and the Student Profile annually.

Outcome:

- Could evaluate that transparency is ensured in the admission process and only deserving students get admission for degree and postgraduate Programmes.

- Could evaluate that equity is ensured in the admission process as the

- Institution strictly follows University Norms and Govt Rules on reservation.

- Could evaluate the details on the social, educational and economic background of the admitted students and prepare a baseline statistical data on the same.

- Could evaluate the priority of courses chosen by the students and the cut of marks set for each course.

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

a) SC/ST/OBC: Reservation Policy of the Government is strictly adhered to for ensuring admission for students from disadvantaged communities. The Interview Cards of SC/ST candidates are sent by speed post and they are also informed over the phone (if contact number is given). Unfilled vacancies, if any, reserved for students from these communities, are advertised in the newspapers thrice. Spot Admissions are given to the aspiring candidates (SC/ST), and in case no candidate turns up, the quota seat is kept vacant.

b) *Women:* There is no discrimination between men and women candidates since the admission is based purely on merit and according to Government and University norms. The overall Student Profile of the College shows that on an average about 70% of the students admitted to UG courses and 98% of students admitted to PG course are women.

c) *Differently-abled:* Government Norms on reservation are strictly followed. Three percentage of the total seats is reserved for such students.

d) *Economically-weaker Sections:* There is no reservation for economically weaker sections of the society. However, a few deserving students from economically backward sections are given admission under Management Quota (20% of the total seats in each Department is reserved as Management Quota).

e) *Sports Personnel:* One seat each is reserved for sports persons in every UG Programme. In addition, outstanding sports persons are given admission under Management Quota. Every year the Institution requests the University to provide additional seats to accommodate deserving sports personnel.

f) *Any other (specify):* One seat is reserved for students from Lakshadweep in every UG and PG Programme. Being a Christian Minority Institution, 10% of the total seats in the degree Programmes are reserved for the students from the Catholic Community as per Kerala Govt. Norms. Students with outstanding performance in Fine Arts are given preference in the Management Quota.

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.*

			No. of Applications					
Sl No.	**Programme Level**	**Name of the Programme/ Course**	**2009 -10**	**2010 -11**	**2011 -12**	**2012 -13**	**Sanctioned Student Strength***	**Demand Ratio**
i)	UG Regular Courses	English	464	639	498	865	42	1:15
		Mathematics	282	292	246	365	42	1:7
		Zoology	291	383	301	532	40	1:9.4
		Computer Science	201	250	220	374	35	1:7.5
		B Com	377	530	380	732	52	1:9.7
		Chemistry	318	364	323	529	30	1:12.8
ii)	Post-graduate	Mathematics	25	37	35	48	20	1:1.8
iii)	M.Phil	Nil				NA	NA	
iv)	Ph. D.	Mathematics				As per UGC rule	08	
		Zoology				As per UGC rule	16	
		Yogic				6 months	NA	

v)	Certificate courses	Science						
		Computer Science				6 months	NA	
		Communi-cative English				6 months	NA	
		Organic Farming				6 months	NA	
		Herbal Medicine and Primary Healthcare				6 months	NA	

* Student strength including marginal increase
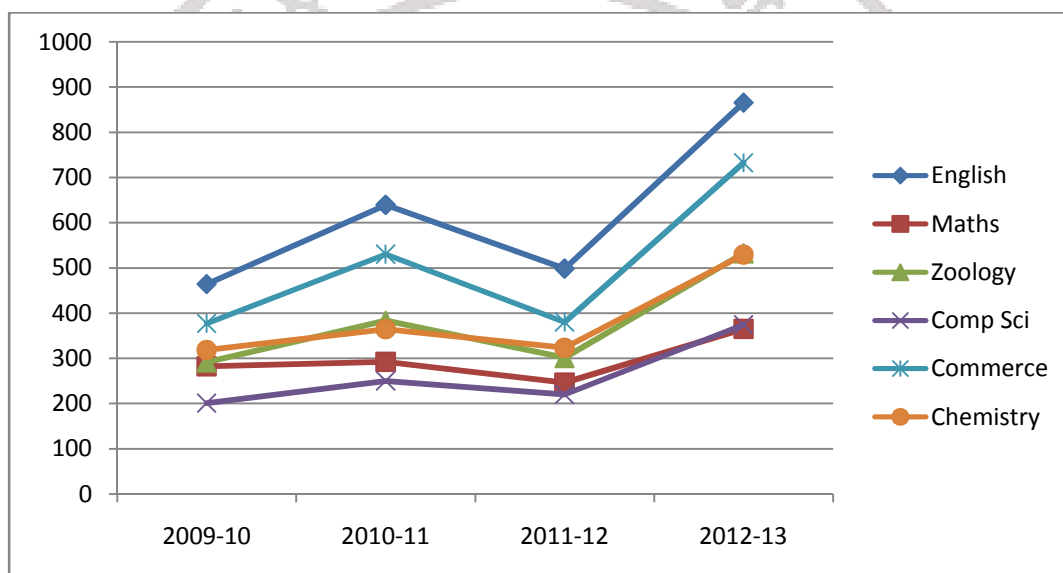
Graph showing the Number of Applications Received per Programme during the last Four Years at a Glance:

Comments on the Trend:
The line diagram clearly shows that all the Departments in the Institution showed similar trends in the gradation in the number of applications received for the past four academic years. There was a slight increase during the period from 2009-10 to 2010-11 followed by a slight decrease in the number of applications received. During 2012-13 a big leap in the number of applications in each Department is clearly given in the Line Diagram.

Reasons:

• Fluctuation in the pass percentage of plus two examination in different years

- Attitudinal Change, in different years, among the plus two holders and their parents in opting/not opting Nursing and Engineering courses

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?*

- Differently-abled students are given relaxation in the eligibility for admission as per Government Norms; 3% of the total seats is reserved for such students.

- University also provides provisions for scribes and extra time during examinations for such candidates.

- The Institution is keen on addressing their special needs and treating them with special care.

2.2.2   *Does the Institution assess the students' needs in terms of knowledge and skills before the commencement of the Programme? If 'yes', give details on the process.*

Yes.
- Faculty members are deputed to counsel the newly enrolled students on the prospects of the courses based on their aptitude and knowledge.

- Parents and students are counseled about the courses and facilities offered by the College.

- The two day Orientation Programme, combined with a Personality Development Course conducted every year for the Freshers, help the teachers to identify the aptitude and talents of the students.

- Based on the assessment made, inter-departmental transfers are allowed for deserving students within the framework of admission norms, provided seats are available.

2.2.3   *What are the strategies drawn and deployed by the Institution to bridge the knowledge gap of the enrolled students to enable them to cope with the Programme of their choice? (Bridge/Remedial/Add-on/Enrichment Courses, etc.*

- The credit and semester system recently introduced by the University provides ample opportunity for the newly enrolled students of PG and UG Programmes to bridge the knowledge gap.

- Teachers normally have intensive interaction with the students in the classroom, which enable them to decide the academic level of the students and to identify slow and advanced learners through class tests, assignments and seminars. Their entry level marks are also a criterion for assessing the academic level of the students.

- For the newly admitted students, the College conducts two days' Orientation Programmes to acquaint them with the College atmosphere, examination & evaluation processes, extra- and co-curricular activities etc. The first two weeks are set apart to bridge the knowledge gap to enable them to cope with the degree Programme chosen.

- Although there is no strict syllabus for the bridge course, emphasis is given to, revising pertinent topics studied in the Plus Two course and honing their language skills, assignment-writing skills, numerical and comprehension abilities.

- Since majority of our students had done their primary education (up to tenth standard) in rural schools, where the medium of instruction was the local language, Malayalam, their proficiency in the English language (spoken as well as written) is not up to the required level.

- Taking this factor as a serious academic matter, the Institution launched a project named *PEN-R (Project on English Newspaper Reading)* and subscribes English newspapers (currently students of each class get a minimum of three copies of English newspapers daily) at the very commencement of the Programme. Students are encouraged to read and analyze daily news items and to get themselves involved in discussions etc. so that students not only improve their language skills and general knowledge, but develop awareness on current social issues also.

- Facilities (Infrastructural and Academic- including Add-on Courses, Enrichment Programmes etc.) available in the Institution are being briefed to the students by their respective Mentors (welfare of students of each class is looked after and ensured by their respective Mentors).

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

Sensitization of Staff and Students on various issues related to gender, inclusion, environment, health and hygiene, marginalized communities of the society etc. are carried out in the Institution in the following ways:

1. Through various Media:
   ➢ College Website (www.marymathacollege.org), College Calendar, Prospectus, News Letters and College Magazines

2. Through various Programmes including extension activities:
   ➢ Orientation for newly enrolled students & Faculty, PTSA Meetings, Seminars/Workshops and Mentoring Activities

3. Through Forums/Clubs/Cells/Bodies:
   ➢ College Students' Union, Women's Cell, Mentoring System, Anti-ragging Cell, Grievance Redressal Cell, NSS, NCC, Bhoomithrasena Club, Save Green Club, Film Club and Book Club

4. Through other methods:
   ➢ Posters/Banners and Stickers on the Campus for Disseminating Messages

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

Slow and Advanced Learners are identified through Continuous Evaluation, which includes Class Tests, Unit Tests, Terminal/ Internal Examinations, Assignments and conduct of Seminars and Presentations.

- Advanced learners are given challenging Assignments.

- They are encouraged to attend Seminars in the College and at other Colleges.

- A *Peer-Group Learning System* has been prevalent in all Departments. In this system, slow learners are grouped with advanced learners and are encouraged to study together. It becomes a challenging task for the advanced learners to enhance the learning abilities of the others.

- They are encouraged to give tuitions for school children.

- Teachers provide them opportunities to do independent study.

- They are encouraged to give Presentations/Seminars based on their reading.

- Additional Reference Books are recommended.

- They are encouraged to participate in various Intercollegiate Quiz and other Competitions.

- Special guidance is given to them for participation in various Competitive Examinations.

- Advanced Learners from the marginalized communities are given special assistance through the UGC funded Programme, *Coaching for Entry in Services*.

The advanced learners are offered avenues to interact with the academia of the premier Institutions of the country such as Central Universities, NITs, IITs, IIMs TIFRs, EFLU, ISI, Centre for Mathematical Sciences, CR Rao AIMSCS, Swaminathan Research Foundation, and IISC. The Institution also promotes the advanced learners' research aptitude. The departments of Mathematics, Zoology, English, Malayalam, Hindi, Journalism, Statistics, Computer Science, Commerce and Chemistry provide excellent ambience for research.

2.2.6   *How does the institute 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.)?*

- Slow and advanced learners are identified through continuous evaluation, which includes class tests, unit tests, terminal/ internal examinations, Assignments and Seminars presentations.

- In the Institution, the students at the risk of drop out belong to the poor learners and economically and socially weaker sections of the society. Such students are given individual care and attention to retain them in the Institution.

- In addition to the *Peer-group Learning System*, teachers give special attention to such students.

- The Institution conducts remedial coaching utilizing UGC funds.

- Regular class tests and question paper discussions are held for slow learners in the Remedial Classes.

- Audio-visual Programmes, discussions on case studies etc. are also organized to motivate them.

Slow and advanced learners are identified through Continuous Evaluation, which includes class tests, unit tests, terminal/ internal examinations, Assignments Seminars presentations.

Teachers attend the needs of Slow Learners individually. The Institution conducts remedial coaching utilizing UGC funds. In remedial classes, the slow learners are given regular class tests followed by question paper discussions. Audio-visual Programmes, case studies and demonstrations are also organized to motivate them. Every department has special schemes for the benefit of slow learners and the Mentors concerned supervise such schemes and offer timely assistance. The progress is also constantly monitored. Students form self help units for group works.

2.3   Teaching-Learning Process

2.3.1   *How does the College plan and organize the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blue print, etc.)*

At the end of every academic year the Principal and the Teaching Faculty meet for an evaluation of the academic activities of the year. Schedules for teaching, examination, conduct of Seminars, Workshops, and other curricular and co-curricular activities are critically evaluated and each Department presents before the community their suggestions for   the betterment and plans for major academic Programmes for the next year. It is based on these suggestions that we chalk out the Programmes in the beginning of every academic year.

Based on this Plan and the University Schedule we prepare the Academic Calendar which includes teaching schedule, proposed dates of various curricular & co-curricular activities and common internal evaluation tests of the year.

From 2009 onwards the academic calendar follows the Choice Based Credit and Semester System and the College has rescheduled the academic and co-curricular activities accordingly.

- IQAC prepares the Academic Master Plan and place it before the College Council for discussion and recommendation for implementation. The College Council comprises of the Principal, IQAC Co-ordinator, Heads of Major and Physical Education Departments, representatives of complementary courses and languages, elected Teacher Representatives and Librarian as members. As per the recommendations of the Council, the Institution implements the teaching, learning and evaluation schedules as envisaged in the Academic Master Plan.

- Based on this Plan and the University Schedule the Institution prepares the academic calendar which includes teaching schedule, proposed dates of various curricular and co-curricular activities and common internal evaluation tests for the year.

- The Calendar displays:
    - Dates of Academic Events like:
        1. College Reopening after Every Vacation
        2. Examinations
        3. Admissions
        4. Conferences, Workshops and Seminars to be Organized
    - Duration of First / Second Term
    - Extra-curricular Events, Club Activities, Annual Social Days, Annual Sports Day, Study Tours, Picnic etc.
    - Number of teaching days and holidays.

- All Academic and Extra-curricular Events, Club Activities are organized in consultation with IQAC, with the support of Teachers, Administrative Staff and Students.

- In the beginning of the academic year, HODs convene Departmental Meetings for work allotment and timetable setting.

- Examination Timetable is displayed on Student Notice Boards well in advance.

- Syllabus and question paper patterns are made available to the students in the beginning of every Semester.

- From 2009 onwards the Academic Calendar follows the Choice Based Credit and Semester System and the College has rescheduled the academic and co-curricular activities accordingly.

- At the end of every Academic Year the Principal and the Teaching Faculty meet for an evaluation of the academic activities of the year. Schedules for teaching, conduct of examinations, conduct of Seminars, Workshops and other curricular & co-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 Programmes for the next year.

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

Internal Quality Assurance Cell (IQAC) formulates monitors and internalizes the quality enhancement measures of the College. IQAC plays an important role in academic planning and execution of various Programmes.

- The primary objective of the IQAC is to develop/ensure a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the Institution.

- 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.

- It generates good practices & ideas, plans, implements and measures the outcome of academic and administrative performances of the Institution.

Functions of IQAC in the Institution to improve the teaching-learning processes include:

- Setting the Quality Benchmarks/Parameters for the various Academic and Administrative Activities of the Institution and their implementation.
- Dissemination of Information on various Quality Parameters of higher education through Institution Website, Calendar, Prospectus, Newsletters etc.
- Motivation of the Academic Community in organizing Workshops, Seminars on quality related themes and promotion of quality circles, either directly or in association with other agencies inside (various clubs and organizations) or outside the campus (NGOs or GOs).
- Documentation of the Various Programmes /Activities
- Preparation of the Annual Quality Assurance Report (AQAR) to be submitted to NAAC based on the Quality Parameters.

IQAC evolved Mechanisms and Procedures for:

- Ensuring timely, efficient and progressive performance of Academic, Administrative and Financial Tasks.
- Optimization and integration of modern methods of teaching, learning and evaluation.
- Ensuring the adequacy, maintenance and functioning of the Support Structure.
-

IQAC Activities in the Institution:

- Interacting with Heads of Departments
- Interacting with Mentors and Class Representatives
- Interacting with Research and Development Cell
- Conducting Annual Internal Quality Audit (Academic Audit).
- Promoting ICT enabled Teaching-Learning Processes.
- Tapping of Innovative Ideas of Faculty and Students.
- Arranging Training Programmes for the Administrative Staff.
- Ensuring the contributions of Parent Teacher Association (PTA) in the enrichment of academic activities.
- Ensuring the Preparation of the Term-wise Teaching Plan and Research Activities.
- Promoting Participatory Learning.
- Promoting Soft Skills / Employability Skills among students.
- Promoting Mentoring System.
- Promoting Student Oriented Activities.
- Ensuring students' Participation in Decision Making
- Collecting Multi-cornered Feedback
- Ensuring of the proper functioning of the Training and Placement Cell

Contributions of IQAC in improving quality in the Institution:

- Heightened the level of *clarity and focus* in the Institutional Functioning towards Quality Enhancement.
- Facilitate Internalization of the Quality Culture.
- Enhancement and integration among the Various Activities of the Institution and Institutionalization of many Best Practices
- Establish a sound basis for decision-making to improve Institutional Functioning
- Qualitative Changes in the Institution
- Better Internal Communication

2.3.3 *How is learning made more 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?*

The learning is made *Student Centric* by adopting various teaching methods suited to the learning abilities students.

Activities	Available Support Structure and Systems
Interactive Learning: 1. Group Discussions 2. Debates 3. Lecture by Eminent Personalities 4. Institutional Visits 5. Study Tour 6. Seminar Presentations	1 & 2. GD/Debate is an integral Part of the Career Orientation Programme; it is also a part of Class room teaching. 3. Institution provides local hospitality and honorarium 4 & 5. Integral Part of the UG Curriculum 6. Digital Classrooms and Audiovisual room
Collaborative Learning 1. Preparation of College Magazine, Manuscript Magazine, Wall Magazine, Lab Newspapers etc. 2. Short film making 3. Festival celebrations 4. Camps on and off the Campus 5. Annual Sport Day 6. Annual Cultural Fest	1 & 2. Guidance and Supervision by Teachers; Free Access to Computers and Internet. 3, 5 & 6. Time table modifications, financial support 4. Infrastructure support; financial assistance
Independent Learning: 1. English Language Learning 2. Individual Projects Seminar Presentation 3. Add on Courses 4. Computer Literacy 5. Mentoring/Counseling	1. PEN-R project, Certificate Course in Communicative English, Language Lab, Audiovisual Room 2. Guidance and Supervision by Teachers; Audiovisual Room, Free Access to Computers and Internet. 3. Audiovisual room; financial support 4. NRC, Guidance and Support by Teachers 5. Time table modification; Service of Professional Counselor and Mentor.

- The Institution established ICT facilities for the creation of new possibilities for learners and teachers to engage in new ways of Information Acquisition and Analysis.

- Conferences/Seminars/Workshops are arranged for the students. In such Programmes, students get the opportunity to have interaction with Resource Persons from reputed Institutions. This helps inculcate a scientific temper among students.

- Excursions develop the feeling of togetherness; obedience, discipline, and ability to ad broaden vision of students.

- Visits to Industries and Research Institutes help students to know much about Upcoming Technologies in the Subjects and in Career Guidance after Graduation.

- The Institution has an effective Mentoring System for the students

- Students learn to cope with social issues through NSS activities.

- Students are encouraged to join NCC which encourages them to become Good Citizen and inculcates the feeling of National Pride and Unity.

- The Institution publishes Yearly Magazine, which serves as a good platform for the students to express their views, and creativity.

- Final Semester Students are encouraged to take up Research Projects in different subjects.

- The teachers personally see to it that attendance of students is near 100%.

- Defaulters' list is displayed periodically and their parents are informed about the poor attendance in time.

- All academic, co-curricular and extra-curricular activities are planned and organized for the students.

- The Institution always plans activities that aim at moulding the students to face the competitive world boldly.

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?

- The Institution, through various approaches/activities nurture scientific temper, critical thinking, creativity, etc. among the student community

Scientific Temper and Critical Thinking:

- In the first semester, teachers of all disciplines engage classes with an objective to develop scientific attitudes such as objective outlook, spirit of enquiry, truthfulness and integrity, inventiveness, accuracy and precision, avoiding hasty conclusions on insufficient data, respect for the opinions of others among the students.

- Students are encouraged to participate in Seminars/Workshops/ Surveys etc. and to actively involve in Debates/Group Discussions/Panel Discussions etc.

- Students are taken to Research Institutions and/or Industries as a part of their study tour and thereby providing them ample opportunities to interact with experts in various fields and exposure to such establishments.

- Students are encouraged to utilize the Library and Internet Facilities to the maximum extent.

- They are motivated to analyse Case Studies, Social & Environmental issues, etc.

Creativity:

- Students are encouraged to/in:

  - Make Short Films and Documentary Films
  - Bring out Manuscript Magazines, Print Magazines, Web Magazines, Wall Magazines, etc.
  - Make Science Models, Herbaria, Museum Specimens, Taxidermy Models, Charts, Specimen Slides, etc.
  - Photography (especially Wildlife Photography), Photomicrography,
  - Blog Designing, Web Designing, etc.
  - Explore the possibilities of Social Network Sites

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 Institution provides ICT enabled Technologies for enhancing teaching effectiveness.

The Network Resource Centre in the College provides ample opportunities for the academic community to explore the avenues of INFLIBNET. In addition to that the Institution provides e-learning facility to access the latest developments in various disciplines.

The following facilities are available to ensure effective learning experience:

- 24 hours free Internet Access in all staff rooms on NMEICT Scheme.

- The Faculty and researchers in the Institution utilize the Internet Facilities for Open Access Publication and downloading Open Access Journals.

- ICT enabled Class Rooms (12/18 classes are digital of which six are Smart Classrooms).

- As a part of equipping the Faculty on Mobile Learning, each Department is provided with a NETBOOK and a Digital Camera.

- CD Libraries in all 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.)?

The students and Faculty are exposed to advanced level of knowledge and skill through the following methods:

- Blended Learning: The Institution promotes Face-to-face Classroom Methods with Computer Mediated Teaching Activities. This creates a more integrated approach for both teachers and students.

- M-learning: The College promotes M-learning with the use of Mobile Devices like Laptop Computers, Notebooks, Mobile Phones and Tablets so that learners can learn from various locations. The objective of M-learning is to provide the learner the ability to assimilate learning anywhere and at any time at his /her own pace.

- Expert Lectures: In order to sustain the academic quality, the College invites Experts in Various Disciplines regularly for interacting with the academic community, which enables them to keep abreast of the recent developments.

- Participation in International/National/Regional Seminars conducted by the College and other Institutions/organizations

- Participation in Summer Schools and Training at Research Institutions

- Optimum use of Full-time free Internet facility available in all departments, NRC, the Central Library   and Central Computer Laboratory

- Student Assignments, Seminars and Projects on topics of contemporary relevance in the respective subjects

- Participation in Extension Activities

- UGC-sponsored Orientation and Refresher Courses

- Research Programmes

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

- The College has an effective Mentoring System

- Every batch of students has a Mentor, who is responsible in looking after the welfare of that batch. Before and after the regular schedule 1 hr each per day is set apart for counseling, Mentoring and Academic Advice

- Mentors of the College are accessible, responsive, open-minded, student-oriented and dedicated to the development of his/her mentees.

- Mentors of this Institution are good listeners, able to offer honest and constructive criticism and willing to compliment their pupils' accomplishments.

- Mentors do these things in a confidential manner. They initiate contact with their pupils and devote time for the Mentoring Relationship.

- Mentors familiarize the pupil with the campus environment and culture and help the pupil set his or her priorities. Mentors establish both short and long term goals and follow up on pupils' progress.

- Mentor Records provide valuable data on mentees' academic achievements, co-curricular and extra-curricular activities in which the mentees participated/excelled, their parents' academic and financial background etc.

- Each Mentor monitors the academic as well as co-curricular performance of his/her mentees. The Mentor maintains constant interaction with the parents of their mentees.

- Advanced Learners in a Mentoring System are provided with reference books, other reading materials etc. and are encouraged to support the Slow Learners of their batch.

- Mentors provide their mentees the academic, personal and psycho-social support.

- There has been a Professional Counselor on campus in addition to the

Teacher-counselors to address the psycho-social issues of the needy students. The Professional Counselor maintains a record of the students who seek the support of the Counselor.

- Teachers other than Mentors also provide academic advice to the students. Before and after the regular schedule one hour each per day is set apart for Academic Advice.

- The Women's Cell of the College offers counseling to girl students. Regular awareness Programmes are conducted for them.

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? (add e learning, m learning, blended and hybrid learning)***

- The Institution has been endeavoring to fine-tune the educational process in the College through the implementation of Innovative Teaching Methods, bringing a wide array of innovative approaches into the academic process.

- *The democratization of the Educational Process*, is aimed at encouraging students to have a greater say in what concerns their studies, the contents of those studies as well as empower them to become leaders within their chosen field.

- *A fundamental shift of the instructor's role* from that of a teacher who delivers knowledge to the students and controls their performance to that of a facilitator, whose aim is to inspire students' creativity and independence, enhancing their motivation to acquire and master academic skills.

- *Co-operative Learning Method* focuses on the students' team work while doing their project assignments.

- All the above mentioned Innovative Teaching Methods stipulate the necessity of one more approach – *the intensification of the academic process and enhancement of the students' motivation.* This is achieved by using various forms of curricular and extra-curricular activities including:

  - ✓ Interactive Lectures
  - ✓ Presentations
  - ✓ Individual Assignments.
  - ✓ Independent and Self-learning Activities during Practical Classes and Seminars

- ✓ Case-studies
- ✓ Individual and Team Projects
- ✓ Holding Master Classes and Workshops
- ✓ Use of Multimedia Facilities
- ✓ e-lectures and other Visual Supports
- ✓ Use of Smart class rooms and Digital Classrooms
- ✓ Use of the Internet for academic purposes both by the students and the Faculty

- Finally, the last approach relates to the improvement of the Assessment system (including Test Assessment).

- The Institution has recognized the importance of ICT based learning and has been using facilities in the Audio-Visual Room for Power Point and Video Presentations.

- The College has 12 ICT enabled Class Rooms of which six are provided with Smart Boards. Since the Smart Classroom has Internet Connectivity, Videos and other Study Aids/Materials can be downloaded directly from the net to supplement the teaching-learning process.

- Each Department has a CD Library which includes the Presentations and Computer Aided Learning Packages prepared by the Faculty and Materials downloaded from the Internet.

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

Library in the Institution plays an important role in augmenting the teaching learning processes

- The Central Library provides 12394 Books, Journals, Magazines/Periodicals, News papers, Back Volumes, e-books and CDs

- The Institution, through the Central Library, provides **Book Bank Facility** (partially funded by the co-operative society) to the financially challenged students.

- Automated Library: Library is fully automated with KOHA Software which reduces the time delay in offering the Services of the library

- Academically oriented Library Staff

- International Cataloguing System

- Display Facility for New Arrivals

- Reference Books and Separate Space for Reference Work

- Scientific Journals: Scientific Journals are available in the Central Library and Research Centres in Mathematics and Zoology

- Magazines/Periodicals in Regional, National and Global Languages

- Back Volumes/Back Issues of Journals/Magazines/Newspapers

- INFLIBNET Services

- NRC in the Library with 24 hours of Free Internet Services available to the academic community of the College

- Video CDs: Video CDs are available in the Library

- Reprography Facilities are available in the Library

- Project Reports of final year students are available in Departments

- Library Timings have been fixed according to the convenience of the Stakeholders

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.
- Shift to a New System – Credit and Semester System – teachers need to get adjusted with that – the quantum of contents need be reduced so as to fit into the time schedule of Semester System-modification is possible in the next Syllabus Revision.

- Examinations, both Internal and External followed by the Centralized Valuation Camps conducted during the Two Semesters take at least three or four months out of the total 10 months of an academic year.

- Around 25% of time is taken away by Research, Extension and Faculty Development Programmes.

- Seminars/Workshops and Co-/Extra Curricular Activities also take away significant amount of academic time

- In order to overcome the above challenges, we resort to ICT enabled teaching that includes: e- & m-Learning, Blended/Hybrid and Flip Teaching; Peer learning, Group Assignments, Student Seminars etc. to complete the academic curriculum within the scheduled time frame.

- Whenever the Academic Time Table is suffered, the Institution makes alternate arrangements (preparing Special Time Tables, Organizing Special Classes, Arranging Expert Lectures etc.).

2.3.11 How does the institute monitor and evaluate the quality of teaching learning?

- The Institution has been trying to inculcate a Quality Culture on the campus through Quality Assurance Activities.

- The Institution is monitoring and evaluating the quality of teaching and learning through frequent feedback-collection at various levels, constant evaluation and performance analysis (Test Papers, Assignments, Seminars, Discussions etc.) of the Students.

- In order to monitor the quality of teaching and learning the Institution has an Academic Vision Plan which is realized through the Academic Master Plan and is put in motion through the system of Academic Hierarchy to which individual Faculty members are accountable.

- The challenge is linking the outcomes of QA to the development of a quality culture that enhances the student experience.

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 the curriculum)

- In this Institution, education is looked upon not just as a search for knowledge, but as a great mission in which both the teachers and students participate in the process of developing human resources for the benefit of the society and nation.

- It is realized that the Vision of the Institution can be fulfilled only through

quality teachers and, therefore, during the recruitment process the best among the applicants are selected in each discipline.

- Even though the Institution is keen on retaining these competent teachers by providing them with maximum possible academic and infrastructural facilities, academic freedom, and support for research promotion, the services of Dr P K Prasadan of Zoology and Dr Shaju P P of the Journalism Department had been extended to the Kannur University on deputation to establish new University Departments and to launch PG Programmes in their subjects. The services of Dr Sr K A Germina of the Mathematics Department have also been extended to the Central University of Kerala.

Highest Qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent Teachers							
D.Sc./D.Litt.							
Ph.D.			5	3	4	1	13
M. Phil						5	05
PG			0		4	3	07
Temporary Teachers(Guest Faculty)							
Ph.D.			-	-	-	-	
M. Phil.			-	-	-	-	
PG					2	10	12
Part-time Teachers							
Ph.D.	-	-	-	-	-	-	-
M. Phil.	-	-	-	-	-	-	-
PG	-	-	-	-	-	-	-
Librarian							
Ph. D.	-	-	-	-	01	-	01

2.4.2 How does the Institution cope with the growing demand/ 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.

Efforts taken by the Institution to cope with the growing demand of Senior Faculty to teach Modern Subjects/Growing Areas:

- As there is no provision to appoint new Faculty when new subjects are included in the existing syllabus, the Institution encourages the teachers to get

themselves equipped to meet the demands in this regard through participation in Training Programmes/Workshops/Refresher Courses etc in frontier areas.

- The College organized many Programmes/Workshops in frontier areas to enable the Faculty to cope with the growing demands.

- The Academic Community is encouraged to explore the possibilities of the services available on the Internet (for eg. E-tutorials, Lectures of Eminent Scientists/Academicians) etc.

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.*

   a. Nomination to Staff Development Programmes

Academic Staff Development Programmes	Number of Faculty Attended
Refresher Courses	15
HRD Programmes	6
Orientation Programmes	3
Staff Training conducted by the University	26
Staff Training conducted by Other Institutions	10
Summer /Winter Schools, Workshops, etc.	26

   b. *Faculty Training Programmes organized by the Institution to empower and enable the use of various tools and technology for improved teaching-learning*

- IQAC organized Two Seminars for the effective use of IT networks and for the Retrieval of Data from the Student Information System (SIS).
    2. One Day Workshop on e-learning on 5th June 2009.
    3. Regional Workshop on Informatics, sponsored by The Kerala State Higher Education Council, 28-30 October 2010.
- Institution conducted Training Programmes on Material Development for CAL and effective use of Smart Class Room.

c. Percentage of Faculty

1	• Invited as Resource Persons in Workshops / Seminars / Conferences organized by External Professional Agencies	**33%**
2	• Participated in External Workshops / Seminars / Conferences recognized by National/ International Professional Bodies	**60%**
3	• Presented Papers in Workshops / Seminars / Conferences conducted or recognized by Professional Agencies	**40%**
4	• Attended International Seminars/ Workshops/ Conferences/ Group discussions in the last 5 years	**40%**
5	• National Seminars/ Workshops/ Conferences/ Group Discussions etc. attended by Teaching Staff in the last 5 years	**80%**
6	• International/ National Seminars/ Workshops/ Conferences/ Group Discussions organized during the last 5 years	**20%**
7	• Regional/self-funded Seminars/ Workshops organized during the last 5 years	**32%**

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 encourages Professional Development of the Faculty through the following:

• Encouraging Faculty to pursue their studies leading to Ph D degree

• The Services of the Senior Faculty are extended to Institutions of higher learning and the experience/exposure/expertise etc. gained through this can be utilized positively for the academic progress of the Institution

- The Faculty is encouraged to attend International/National/Regional, Conferences/Seminars/Workshops

- Provide support in organizing International/National/Regional Seminars

- The Faculty is encouraged to submit Research Project Proposals to funding agencies and to operate the projects

- Provide support and encouragement for research publications to Faculty

Following Tables list the Faculty who have availed the Facilities for Professional Development:

Number of Teachers awarded PhD (last 5 years)	12
Number of Teachers submitted PhD thesis	1
Number of Teachers pursuing PhD	4
Number of International/ Seminars/ Workshops/ Conferences/ Group Discussions attended by the Faculty in last 5 years	67
Number of Paper Presentations in International/ National Seminars/ Workshops/ Conferences/ Group Discussions by the Faculty in last 5 years	31
Number of International/ National Seminars/ Workshops/ Conferences/ Group Discussions conducted during the last 5 years	13
Number of self funded Seminars/ Workshops/ Conferences/ Group Discussions conducted during the last 5 years	27

Permanent Teachers awarded PhD in the last 5 years: 11

Name of the Teacher	Department
Dr Rajeev Thomas	Chemistry
Dr Maria Martin Joseph	Physical Education
Dr Rakesh Kalia	Hindi
Dr Shaju P P	Journalism
Dr George P. V	Library and Information Science
Dr Sr Bindhu K Thomas	Mathematics
Dr Geetha Antony Pullen	Statistics
Dr Fr Francis N. T	English
Dr Thomas Monoth (FIP)	Computer Science
Dr Savio James	English

Teachers submitted PhD thesis : 1

Name of the teacher	Department
Ms. Mercy Ignatius	Zoology

Teachers Pursuing   PhD: 4

Name of the teacher	Department
Ms. Pamy Sebastian (FIP)	Mathematics
Sri. Biju Joseph	English
Sri. George Thomas	English
Ms. Ramya Krishnan M	Commerce

In addition, the Institution encourages the Faculty members to extend their services as Resource Persons and   Invited Speakers at various Regional Seminars/ Workshops/ Discussions/ Practical Examinations/ Personality Development Programmes conducted/organized by Colleges, Schools, NGOs and Local Communities.

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.

Dr Raju George:

- 2007 *Prathibha Puraskar* (Bolt Award for Excellence) in Wayanad District for Teachers and Educational Administrators, instituted by the Air India in association with the Malayala Manorama and the Hindu.

- Dr Tharsis Joseph Foundation Award for the Best Principal, March 2013.

Sr Dr Germina K A:

- *Bharat Shiksha Ratnan Award-2009-'10*, by Global Society for Health and Educational Growth, New Delhi, instituted to honour Excellence in Chosen Field of Activity on Individual Achievements and National Development.

Rakesh Kalia:
- *Best Story Award,* India Today, June 2005.

There is no doubt that the Institutional culture and environment have contributed to a great extent to the achievement of these teachers.

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.

- The Institution has been following the system of collecting feedback from the students through filling up an evaluation form at the end of each semester.

- The Collected Data on Evaluation will be made known to the teacher concerned for necessary improvements/modifications in the teaching methods.

- The students can rate the teachers as Excellent, Very Good, Good or Average for each question.

- The hard copy of the evaluation report is filed in the Principal's office/kept in the IQAC.

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 processes?*

Through various Modes of Dissemination, the Institution ensures that the stakeholders are aware of the Process of Evaluation.

- The Principal provides a general outline on the Methods of Evaluation to the newly enrolled students on Freshers' Day and on the occasion of the Orientation Programme.

- The Freshers are advised to visit the website of Kannur University to get updated on information related to Evaluation Processes, Examination Time Table, syllabus etc.

- The Modes of Evaluation Processes are available in the College calendar and the website.

- The Evaluation Methods and dates of Internal Evaluation Tests are communicated to the students by the teachers individually and are displayed on the College Notice Board, well in advance.

- The Mentor helps the students to get acquainted with the process of internal continuous evaluation that includes periodic test papers, presentation of Seminars & Assignments and regularity in attendance.

- Towards the end of each semester an *Examination Clinic* is held at the Department level, especially for the first years.

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?

- The University introduced Grading System in UG Courses as a part of the introduction of Reforms in Evaluation Process in 2007-08. Continuous evaluation, in the new system, is done on the basis of Test Papers, Assignments, Seminars and Regularity in Attendance.

- In 2009, the Kannur University introduced Choice based Credit and Semester System (CCSS).

- Being an affiliated Institution, the College goes in conformity with the University Reforms.

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?

For the effective implementation of the Evaluation Reforms of the University, the Institution took steps in organizing Training Programmes and entrusting teachers to look after the developments in the implementing of Evaluation Reforms.

- A Coaching Programme was organized for the teachers on the Grading System, when the Kannur University introduced Reforms in the Mode of Evaluation at the UG level.

- After the Kannur University introduced CCSS in 2009, the Institution has appointed an Academic Coordinator, Departmental Coordinators and Advisors for ensuring effective implementation of the CCSS and formed a Grievance Redressal Committee to redress grievances, if any, on the Internal Assessment processes in the College.

- The College ensures regular, impartial and transparent conduct of examinations and continuous evaluation of the students in tune with the Specific University Regulations.

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.

- University has adopted a system in which the performance of a student is evaluated from various perspectives.

- At the Formative Level a student is continuously assessed by the performance in internal examinations, assignments, Seminars and percentage of attendance.

- The Criteria for Summative Examinations are the performance in the End Semester Examination conducted by the University and Continuous Evaluation (CE) made by the College.

- Through this system the performance of a student can be evaluated at the Institutional as well as the University level.

2.5.5. 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.

Consolidated Programme-wise performance of students for the last 4 years

Subject	Students Appeared				Pass Percentage				First Class			
	2008-09	09-10	10-11	11-12	2008-09	09-10	10-11	11-12	2008-09	09-10	10-11	11-12
BA English	32	29	32	28	100	97	100	89				
BSc Computer Science	27	20	31	21	82	95	81	62	19	16	16	*
BSc Maths	27	24	30	23	100	100	100	100	19	20	25	*
BCom	31	32	37	40	74	50	100	85	11	11	20	*
BSc Chemistry	20	20	21	22	91	87	67	91	10	09	12	*
BSc Zoology	22	21	21	23	95	96	82	83	21	17	18	*

* First outgoing batch in the grading system
- Methods of Monitoring the Progress and Performance of Students:

  - Through the continuous Evaluation Process that includes periodic test papers, assignments, Seminars and regularity in attendance in the case of theory courses and practical records, performance in the lab, regularity in the attendance and viva voce in the case of practical courses.
  - Through University Examination and Dissertation.

- The Evaluative Report after every Semester is intimated to the students in the presence of their parents through the Progress Cards that carry marks and the Mentor's comments on their performance.

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

- With the introduction of CCCS 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.

- 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.

- Because of the rigor and transparency in the Internal Assessment Process, the students are forced to attend the classes regularly, failing which they will have to repeat the semester.

- Seminars, Assignments and Viva Voce included in the Internal Evaluation promote independent learning and develop communication skills.

2.5.7 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.

Assessment/Evaluation Processes, as directed by the University (that includes frequent test papers, assignments, Seminars and regularity of attendance), are taken as indicators for Evaluating Student Performance and achievement of Learning Objectives.

The insights derived from the assessment and evaluation along with the feedback of the stakeholders is 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.

1st Phase	At the commencement of the Programme	In addition to the general Orientation Programme each Department conducts their own Orientation in which the specific learning requirements are assessed through Brainstorming and Group Discussions
2nd Phase	During Learning Process	Ongoing Instructional Assessment and Evaluation helps teachers and Mentors to monitor student progress and make adjustments based on student performance and needs
3rd Phase	At the end of the Term	Both the Formative and Summative Assessment and Evaluation at the end of the term helps this Institution to get a picture of the students' overall performance and progress

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

- The Internal Marks awarded are displayed on the Department Notice Board. The students are free to approach their teachers in case they have any grievances regarding the marks awarded. Each Department maintains a Record of Internal Assessment Marks/Grades with the signature of each student.

- In case of any dispute, students can appeal to the *Grievance Redressal Committee for Internal Assessment*, consisting of the Principal and the Heads of all Departments.

- If the students are not satisfied with the decision of the Grievance Redressal Committee for Internal Assessment, they can approach the University, where a Grievance Redressal Cell functions. This Cell looks into complaints, makes enquiries, if necessary, and finds solutions.

- In the case of University Examinations, the students have the facility to apply for recounting of marks and revaluation of papers. The University also furnishes the photocopy of the answer scripts to students on request.

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?*

Yes. The Institution has clearly stated the Expected Learning Outcomes in the

Motto, Vision, Mission and objectives of the College.

These are exhibited on Plaques outside the Principal's Office, printed in the Brochure and the College Calendar. It is also communicated to the Freshers during the Orientation Programme conducted at the beginning of the academic year and to the parents during the Parent-Student-Teacher (PST) meetings held every Semester.

2.6.2 How are the teaching, learning and assessment strategies of the Institution structured to facilitate the achievement of the intended learning outcomes?

The Desired Learning Outcome of each Programme (UG and PG) is clearly defined in the beginning of the year at par with the University syllabus.

All the Desired Learning Outcomes are categorized in three areas for mapping the overall development of the students

	Intended Learning Outcome	Teaching Learning Assessment Strategy
	1. To ensure Excellence in Education and Comprehensive Development of Students	- Careful planning of curriculum delivery through the Academic Master timetable - ICT enabled teaching learning evaluation - Conducting bridge and remedial courses - Systematic and rigorous continuous and external evaluation processes - Preparing and grooming students for the University examinations for excellent academic result - Providing excellent infrastructure for academic, co- and extra-curricular activities
	2. To Develop Social Commitment and Secular Sense	- promoting NSS and NCC activities along with various clubs and associations - Encouraging student-projects on social and environmental issues at Departmental level - Holding inter-religious prayer

		meet on academic excellence day and celebrating religious festivals
	• To Promote Research, Consultancy and Innovative attitude among Students	• Maintaining University recognized Research Centres • Encouraging externally funded research projects • Providing exposure to students to industry and research organizations • Promoting interactive learning through ICT enabled training • Encouraging students to attend Seminars/Workshops on and off the campus

2.6.3 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?

The Institution takes various initiatives to enhance the Social and Economic Relevance of the Programmes Offered:

• Quality jobs: Three of our Programmes, BSc Computer Science, B Com and BA Functional English, have job oriented nature and many of our students are placed in the Media (print/visual/audio), Software Companies, Business Establishments, Government Service, etc. during the past five years.

• The Career and Placement Cell takes initiative in equipping the students for developing competence in the job market.

• Entrepreneurship Club is functioning in the College, which conducts Programmes to develop entrepreneurial skills among the students. Certificate course in Organic Farming, Herbal Medicine & Primary Healthcare, Yoga & Healthcare and Communicative English and open courses like Apiculture and Sericulture, Aquaculture, Basic Accounting, Web Technology, Environmental Chemistry etc also promote Entrepreneurial Skills.

• Innovation and Research Aptitude: The College runs two University

recognized Research Centres and encourages externally funded Research Projects. The Institution provides exposure to students with Industry and Research Organizations, promotes interactive learning through ICT enabled Training and encourages students to attend Seminars/Workshops on and off the Campus.

2.6.4 How does the Institution collect and analyze data on student learning outcomes and use it for planning and overcoming barriers of learning?

No	Data Collection Mode	Mode of Data Analysis	Plan for Overcoming Barriers
1	Interaction during Freshers' Orientation	Understanding the diverse needs of students	• Classification of students • Plan for Bridge course • Plan for Remedial course for Slow and Average Learners • Plan to provide maximum exposure to Advanced Learners
2	Attendance Records	Subject and Class-wise	Mentors' intervention in taking corrective measures
3	Results of Continuous Evaluation and External Examination	Individual Student, Subject, Class, and Department wise analysis	• Parent, teacher, student, Mentor-wise interaction • Remedial coaching • Re-test
4	Feedback from Stakeholders	Identify the areas for improvement	• Modification of teaching strategy • Enhancement of infrastructural facilities • Modification of time table • Introduction of advanced learning tools/ materials/ resources

2.6.5 How does the Institution monitor and ensure the achievement of learning outcomes

The Institution monitors and ensures the achievement of Learning Outcomes in the following manner:

In the beginning of each Semester the Principal directs the HODs to hold the Department Level Meetings to schedule and chalk out the expected learning outcomes of each course to the individual Faculty members.

They are also directed to hold timely assessment, in order to achieve the learning outcomes at regular intervals. At the end of the Semester, they are asked to report back on the evaluation made on realizing the learning outcomes.

Highlights:

- Mentoring Records
- Continuous Evaluation Records
- Record of University Exam Results
- Work Done Diary maintained by Class Reps. and Teachers
- Feedback Analysis from Stakeholders
- Log Books maintained in Laboratories and Audiovisual Room

2.6.6   *What are the graduate attribute specified by the College/affiliating University? How does the College ensure the attainment of these by the students?*

The Institution specifies the *graduate attributes* in the Vision Statement as *holistic development of students with sound intellectual, physical, psychological, emotional and spiritual maturity that will pave the way for a truly democratic, secular and equitable society.*

The Institution ensures the attainment of the above mentioned graduate attributes through the execution of the routine academic schedule, counseling, co-curricular and extra-curricular activities including training in sports and games.

The extension activities are geared towards training the students to contribute toward a truly democratic, secular and equitable society.

Any other relevant information regarding Teaching-Learning and Evaluation which the College would like to include.

- The Faculty as well as students has been using the Audiovisual for Demonstration Classes and Seminar Presentations.

- All the students have e-mail IDs. They have practical knowledge in Internet browsing, downloading & uploading application forms for University examinations, downloading Syllabus, Mark Sheets, Study Materials etc.

- Local Area Network (LAN) connects all Departments, the Administrative Office, the Principal's Office and the Library. Free of cost Internet facility has been enhanced by increasing the number of Computer systems. The Language Lab has been digitalized with 10 computerized cabins.

- Project on English Newspaper Reading (PEN–R): As subscription to English newspapers The Hindu and The New Indian Express is found to be one of the healthy practices in improving the General Knowledge as well as the language skills, the College supplies four copies of English Newspaper to each class. Further, large number of individual subscription has also been promoted.
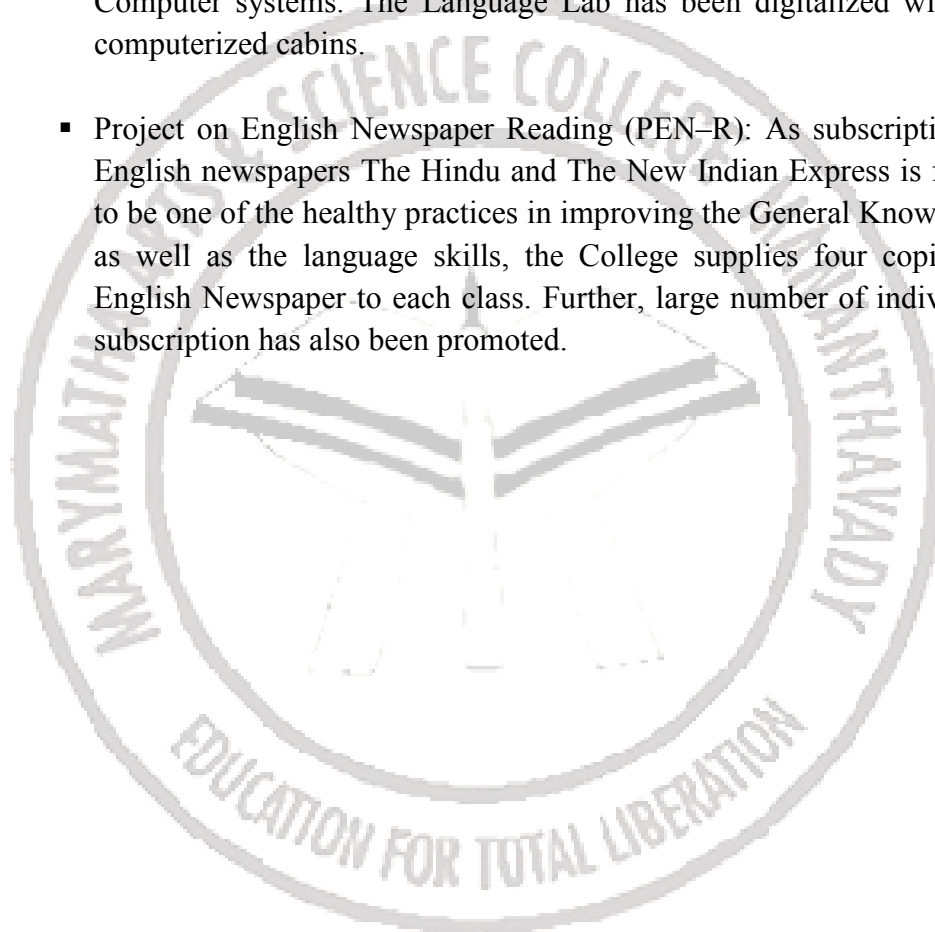
CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION

3.1   Promotion of Research

3.1.1   Does the institution have recognized Research Centre/s of the affiliating University or any other agency/organization?

Yes.
- At present, the Institution has two Research Centres, viz., Mathematics and Zoology, recognized by Kannur University.
- The College has applied to get the status of Research Centre for English.
- The recognized research guides and their respective areas of research are:

  (a) Dr Raju George, English- Indian and African Writings
  (b) Dr Sr Germina K. A, Mathematics - Graph Theory
  (c) Dr Joseph K. J, Malayalam - Tribal Linguistics and Media Studies
  (d) Dr Prasadan P. K, Zoology - Parasitology & Biodiversity
  (e) Dr Sudha Devi A. R, Zoology - Crustacean Biology and Physiology

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 Institution has a Research Committee to monitor and address the issues related to research.

- The Research Committee motivates the faculty to promote research, coordinate research activities of different Departments and to inculcate a research culture among the academic community.

- Principal is the Chairman; one Research Guide is the Co-ordinator and 10 faculty (having Ph D degree) are members of the Committee.

- The following faculty are members of the Research Committee:

∗ Dr Raju George, The Principal (Chairman)	∗ Dr Maria Martin Joseph (Physical Edn.)
∗ Dr P K Prasadan (Coordinator & Res. Guide-Zoology)	∗ Dr Rakesh Kalia (Hindi)
∗ Dr Sudha Devi A R (Res Guide- Zoology)	∗ Dr Shaju P P (Journalism)
∗ Dr Sr. Germina K A (Res. Guide-Mathematics)	∗ Dr Sr Bindhu K Thomas (Maths)
∗ Dr Joseph K. J (Res. Guide - Malayalam)	∗ Dr Thomas Monoth Computer Science)

∗ Dr Rajeev Thomas (Chemistry)	∗ Dr Geetha Antony (Statistics)
	∗ Dr Fr Francis (English)
	∗ Dr Savio James (English)
	∗ Dr George P V

The Major Decisions Taken by the Research Committee:

- To encourage all faculty members to submit Major and/or Minor Research Project proposals to various funding agencies that includes UGC, DST, KSCSTE, DoE, MoEF etc.

- To promote the conduct of Workshops/Seminars in various Departments.

- To encourage the faculty to attend Seminars/Workshops/Conferences.

- To encourage the teachers to carry out research to acquire Research Degrees (MPhil/Ph D).

- To approach the Kannur University for recognizing few more Departments as Research Centres.

- To motivate the faculty, having doctorate degree, to apply for recognition as Research Guides of Universities in and outside Kerala.

- To publish research findings of the faculty in reputed journals.

- To invite *Eminent Scholars* to all major Departments.

Impacts:

- Two Major Projects completed; three Major Project Proposals submitted for funding.

- 12 Minor Research Projects (MRP) completed. Of the 26 permanent faculties 12 have completed MRPs; thirteen have ongoing MRPs and two have submitted proposals for funding.

- One International Workshop was organized in Mathematics Department (funded by UGC, CRRAI and KSCSTE).

- In association with Wild Life Trust of India, IQAC organized an International Seminar on Biodiversity Conservation.

- Four National Seminars were organized (assisted by UGC); one each in Biological Techniques, Chemistry, Computer Science and Mathematics Departments.

- One National Group Discussion (DST sponsored) was organized in Mathematics Department.

- Two National Level Expert Review & Monitoring Group Meeting in Mathematics were held in the College.

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

- The institution in consultation with the respective Department/s takes steps to ensure successful implementation of the projects.

The Institution Provides:

- Infrastructure facilities such as computers with 24 hours free Internet connectivity, INFLIBNET, uninterrupted water supply, electricity, communication facilities, gas connection to the labs, etc. for the implementation and smooth progress of the projects.

- Autonomy to the Principal Investigator in operating the Research Project.

- Timely availability and/or release of resources.

- Human Resources including technical, clerical, etc.

- Support in timely auditing and submission of Utilization Certificate to the funding authorities.

- Academic Orientation to the Administrative Staff, so that priority is given to the files/papers on research and other academic matters in the office.

- Support in granting leave to the faculty members to enrich their academic accomplishments through FDP Programmes.

- Encouragement to carry out part-time research work making use of the facilities in the College.

- Encouragement to present research papers in the Regional/Sate/National/ International Level Seminars/Workshops/Conferences/Group Discussions etc.

- Financial assistance for the establishment of Research Centres.

- Salary for substitute teachers in FDP vacancies in cases where the Government does not give permission to use the amount sanctioned by UGC.

- The Institution appreciates all the achievements of the Faculty and the College organizes common meetings to felicitate the faculty when they are awarded with Ph.D. degree.

- The Institution encourages the faculty having Ph D degree and publications to apply for research guideship.

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

- The faculty of this Institution realizes that scientific temper is not confined to Science Subjects alone or to laws, theories and formulae. Instead, it is a state of mind that always questions everything; seeking knowledge and being satisfied only when proven with substantial evidence.

- The Institution encourages the teachers to actively involve in the *popularization of science Programme* being organized within and outside the campus to imbibe a scientific temper among the academic community in general and the students in particular.

- Many teachers of this institution are Resource Persons in different areas of knowledge.

- In order to inculcate scientific temper among the students, the institution holds Seminars and Workshops, conducts Capsule Programmes, and organizes Science- Camps and Quiz Programmes for the students. Students are also encouraged to attend the camps of similar nature elsewhere.

- The students are encouraged to learn without bias and preconceived notions.

- The institution provides an academic environment for the students where they are not bound by mindsets. Such an environment enables them to discuss and argue over established norms, laws and theories; and feel free to put the views across without the fear of being ridiculed or rejected.

- Majority of the teachers in the institution are researchers, and that promotes scientific enquiry among students of all disciplines.

- A research culture has been inculcated in the Institution where the students seek logic, they question all that they observe and believe in applying their knowledge to practical use.

- Philosophy of Science is a part of the syllabus of many courses in the Institution.

- Project work is a part of the curriculum of all disciplines offered in the institution.

- Students are always encouraged to attend scientific seminars on and off the campus.

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.

The following lists indicate the individual/collaborative research work engaged by the faculty of this institution.

Dr. Raju George
Research Guide in English, Kerala University, Mahatma Gandhi University and Indira Gandhi National Open University.
Number of Ph D completed   : Nil
Number of students registered
(at present)   : Nil
Major Achievements : Post-Doctoral work leading to D. Litt (Realism in the Post-independence African Fiction, Submitted to the University of Kerala)

Sr. Dr. Germina K. A.
Research Guide in Mathematics, Kannur University, Mahatma Gandhi University and Anna University.
At Kannur University
Number of Ph D completed   : 8
Number students registered   : 5
(at present)
Fellowship   : FIP -3, Part-time -2
Funding agency   : UGC
At Anna University
Number of Ph D completed   :Nil
Number students registered   : 2
(at present)
Fellowship   :SRF-2
Funding agency   :DST

Major Achievements :
- Served as PI to one Major research project of DST and one minor research Project of UGC.
- Research Publications, Presentations of research papers, invited talks, referee to national/international journals/research projects.
- Adjunct Professor to CMS and Visiting Professor to CR Rao AIMSCS, Hyderabad

Dr. Joseph K J
Research Guide at   : Kannur University
Number of Ph D completed   :Nil
Number of students registered
(At present)   : 3
Fellowship   : Part-time-3
Major Achievements

- One minor research project completed
- Research Publications
- Publication of books

Dr. Prasadan P. K
Research Guide at   : Kannur University
Number of Ph D completed   : Nil
Number of students registered: Two (three more applied for Ph D registration)
Fellowship   : Moulana Azad Fellowship (One)
Funding agency   : UGC
Major Achievements :
- Carried out postdoctoral work on a CSIR fellowship
- One UGC assisted minor research project completed; one mrp (UGC) sanctioned
- Research Publications in International and National Journals of repute
- Presentation of research papers in National and International seminars
- Resource person in many areas of science
- Editorial Board Member, Biochemical and Cellular Archive, an International Journal
- Chairman, Doctoral Committee of Kannur University (from 2009 onwards)
- Coordinator, Course work of Ph D Programme in Zoology of Kannur University

Dr. Sudha Devi A. R
Research Guide at   : Kannur University
Number of students registered: 2
Number of Ph D completed   :Nil

Fellowship   :KSCSTE-one; Kannur University - one
Funding agency   :KSCSTE
Major Achievements   :

- Post doctoral work on *Developmental Biology of the silkworm Bombyx mori*

- Former Scientist, Silkworm Seed Technology Laboratory, Central Silk Board (Govt of India), Bangalore.

- Completed one major (KSCSTE) and one minor (UGC) research projects.

- Research publications in International and National journals.

- Presentations of research papers in India and abroad.

- Delivered invited talks.

- Editorial Board Member of an International Journal

Details of major projects completed/ongoing:

Sl	Name of the Teacher	Funding Agency	Topic	Amount
1	Dr Germina K A	DST	Set Valuations of Graphs and their Applications: DSTNo.SR/S4/MS:277/06 (Completed)	30,77,660
2	Dr Sudha Devi A R	KSCSTE	Biology and Reproductive Physiology of the Crab *Travancoriana schirnerae* Order No. 036/SRSLS/2007/CSTE dtd. 27-02-2009 (Completed)	8,22,800

Details of minor research projects completed/ongoing:

Sl	Name of the Teacher	Sanctioning Agency	Topic	Amount

1	Dr Prasadan P K	UGC	Studies on the Gastropod Fauna of Wayanad and Their Role as Vectors of Trematode Parasites (completed)	85,000
		UGC	Use of Agricultural Pesticides and its impact on Human Health A study in Wayanad District (sanctioned)	1,60,000
2	Dr Rajeev Thomas	UGC	Studies on some Inorganic ion exchangers (completed)	25,000
3	Dr Sudha Devi A R	UGC	1. Studies on the Spider Fauna of Wayanad Wild Life Sanctuary (completed)	1,00,000
			2. Analysis of Dietary Value of the Crab *Barytelphusa cunicularis* (on going)	1,00,000
4	Dr Maria Martin Joseph	UGC	1. Effect of aerobic Exercise on Glycemic Control among diabetic Patients (completed)	35,000
			2. Project Title: Estimation of the total number of students/staff with diabetes or with pre-diabetes in Colleges under the Wayanad District. (ongoing)	70,000
5	Dr Rakesh Kalia	UGC	Lexicon of proverbs in Hindi – Malayalam- English(completed)	40,000
6	Mr George Thomas	UGC	Intricacies of Self–Translation (completed)	30,000
7	Dr Shaju P P	UGC	Representation and Negotiation of Women in Malayalam Television Serials (completed)	51,000
8	Dr Thomas Monoth	UGC	1.E-Teaching and E-learning(completed)	85,000
			2.Online information security based on visual secret sharing (ongoing)	50,000
9	Ms Mercy Ignatius	UGC	Taxonomic Studies on the Torymidae (Hymenoptera: Chalcidoidea) of Wayanad District (completed)	65,000
10	Dr Geetha Antony Pullen	UGC	1.Study of possibilities of utility functions in Economics and	60,000

Sl	Name of the Teacher	Funding Agency	Title of the proposed project	Amount
			Commerce (completed)	
			2. MCMC Methods: An application in Genetics (on going)	1,60,000
11	Ms Jisha T E	UGC	Language Transliteration in Indian Languages – A Lexicon Parsing Approach (on going)	1,15,000
12	Dr. Joseph K J	UGC	A Socio- linguistic Study on the Kurichiyans of Wayanad District (completed)	50,000
13	Dr Germina K A	UGC	Distance Compatible Set Labeling of Graphs and Structure Knowledge (completed)	1,60,000
14	Mr Regi Francis	UGC	Impact of Future Trading on Spot Prices of Pepper – A Study in Wayanad District of Kerala (on going)	1,10,000
15	Ms Rajitha Xavior Ms	UGC	Ecofriendly Products and Environment – Role of URAVU in Wayanad District of Kerala (on going)	1,15,000
16	Ms Ramya Krishnan	UGC	Financial Inclusion and Financial Literacy among the Tribal People of Wayanad District (on going)	1,15,000

Details of major project proposals submitted

Sl	Name of the Teacher	Funding Agency	Title of the proposed project	Amount
1	Dr Sudha Devi A R	MoEF	Effect of Carbofuran Pesticides on Certain Biochemical, Physiological and Histopathological Parameters in the fresh water Crab *Barytelphusa cunicularis*	18,32,400
2	Sr Dr Germina K. A	DST	DCSL-graphs, geometry and applications	65, 00,000
3	Dr P K Prasadan	KSCSTE	The Use of Larval Trematodes as Indicators of Animal Diversity	15,00,000

Details of minor research project proposals submitted to UGC

Sl	Name of the Teacher	Agency	Topic	Applied Amount
1	Dr Rajeev Thomas	UGC	Level of Pollution in Surface Water Sources of Wayanad (Kerala) District – A Study	2,00,000
2	Dr Maria Martin Joseph	UGC	Estimation of the Total Number of People with Diabetics and the Prevalence of Diabetes in Colleges of Wayanad District	1,90,000
4	Ms Pamy Sebastian	UGC	Applications of Limits and Continuity in Image Processing	1,25,000
5	Dr George P V	UGC	Empowerment of Tribal women	1,57,000
6	Ms Mary Nirmala Borgia	UGC	A Survey on Methods and Application of Pesticides on Common Agricultural Crops of Mananthavady Taluk, Wayanad	2,00,000
8.	Dr Savio James V	UGC	Developing Self Direction in Foreign language Learners: An Investigation into the Efficacy of News Papers and Magazines as Teaching Material	95,000
9	Dr P K Prasadan	UGC	Impact of Pesticides on Human health-2	2,00,000

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 imbibing research culture among the staff and students.

The College organized the following Seminars/Workshops/Group Discussions/Lecture Series/Conferences focusing on capacity building in research and imbibing research culture among the staff and students:

A. Department of Computer Science:
1. Organized the National Conference on Recent Advances in Information Security, 14, 15 June 2007. (Sponsored by UGC)

B. <u>Department of Mathematics:</u>

2. Organized n-CARDMATH Group Discussion on Labeling of Discrete Structures and Applications (GDLDSA-06) at the Research Department of Mathematics, during April 19th - 29th, 2006.

3. Organized the Meeting of the first Expert Review & Monitoring Group (ERMG), during 16- 20 March 2007. (DST Sponsored)

4. Organized the Second meeting of the Expert Review & Monitoring Group (ERMG) (DST Sponsored).

5. Organized the Second Indo-US Lecture Series on Discrete Mathematical Chemistry and The First International Lecture Series during June 20-25, 2007. (Sponsored by DST and NRRI, USA).

6. Organized, Workshop on Set-Valuations of Graphs, Signed Graphs and Geometry 19-20 August 2010 at MRC Mananthavady. Financial support from CMS, Pala.

7. Organized, International Workshop on Set-Valuations, Signed Graphs, Geometry and Applications, held during September 2-6, 2011, sponsored by DST & KSCSTE.

C. <u>Department of Chemistry</u>

8. Organized, National Seminar on Challenges of Environmental Pollution at this Institution on 11- 12 .2008 and 12.12.2008.

D. <u>Department of Biological Techniques:</u>

9. Organized the National Conference on Techniques in Biology for the Higher Secondary School Biology Teachers of Wayanad at this Institution on 20,21 August 2009 (sponsored by UGC).

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

- Two Departments (Zoology and Mathematics) of the Institution are recognized by Kannur University as Research Centres.

- The application submitted for recognizing the Department of English as Research Centre is under consideration of the University.

- The recognized research guides and their respective areas of research are:

  a) Dr. Raju George, English: Indian and African Writings (Literature)
  b) Sr. Dr. Germina K. A, Mathematics: Discrete Mathematics and Graph Theory
  c) Dr. Joseph K.J, Malayalam: Tribal languages, Media Studies etc.
  d) Dr. Prasadan P. K, Zoology: Parasitology and Biodiversity
  e) Dr. Sudha Devi A. R, Zoology: Crustacean Biology and Physiology

- Faculty members and their respective areas of research are:

  a) Dr Rajeev Thomas, Chemistry: Inorganic Ion exchangers
  b) Dr Maria Martin Joseph, Physical Education: Aerobic Exercise and Diabetes; Sports Medicine
  c) Ms Mercy Ignatius, Zoology: Hymenopteran Taxonomy
  d) Dr Rakesh Kalia, Hindi: Modern Hindi Literature
  e) Ms Geetha Antony Pullen, Statistics: Application of Statistics in Genetics
  f) Mr Biju Joseph, English: Post Colonial Literature and Cultural Studies
  g) Mr George Thomas, English: English Literature; Translation
  h) Dr Shaju P P, Journalism: Media Studies
  i) Dr Thomas Monoth, Computer Science: Information Security; e-teaching and e-learning
  j) Ms Jisha T E, Computer Science: Lexical Parsing
  k) Dr Francis N T, English: Modern Literature and Criticism
  l) Ms Pamy Sebastian, Mathematics: Fuzzy Logic
  m) Mr Regi Francis, Commerce: Finance and Marketing
  n) Ms Ramya Krishnan, Commerce: Financial Literacy
  o) Ms Rejitha Xavior, Commerce: Finance and Human Resources
  p) Ms Lisha A, Database Management System and Programming
  q) Mr Bibin Jose, Computer Application Packages, Computer Graphics and Web Technology
  r) Mr Sabu O J, Networking and Data Communication
  s) Dr Bindhu K Thomas, Mathematics: Graph Theory

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

- The Institution encourages the teachers to organize National and International Seminars & Workshops so as to attract Researchers of Eminence to the College to interact with the students and teachers.
- Taking this objective into consideration a Research Committee has been constituted under the Chairmanship of the Principal (who is a researcher having international exposure).

- The composition of the committee, the recommendations made by them and their impacts has been detailed under 3.1.2.

The following Eminent Scientists/Personalities visited the Institution as a part of the National/International Seminars and Workshops during the past five years:

Name of Scientists/Academicians visited the College
1. Prof. Dr Chandramohan, Vice Chancellor, Kannur University
2. Sri. Muthuvelu IAS National Level Monitor, Ministry of Minority Affairs, New Delhi.
3. Prof. Dr Thomas Abraham, Department of Adult & Continuing Education, MG University.
4. Dr A P Kuttykrishnan, Pro Vice Chancellor, Kannur University
5. Dr Cyriac Thomas, Former Vice Chancellor, MG University
6. Prof. Dr Michael Tharakan, Vice Cancellor, Kannur University
7. Dr V S Anitha, Govt Engg College, Wayanad
8. Prof. K Vidyasagar, Principal Govt Engg College Wayanad
9. Prof. Kalpetta Narayanan, Eminent Writer in Malayalam
10. Sri. Prasanth N I AS, Sub Collector, Wayanad
11. Prof. Ramachandran P T
12. Dr A Ashokan, Registrar, Kannur University
13. Dr Jane Smart, Global Director, IUCN, Switzerland
14. Dr K V Jaikumar Director Centre for Water Resources Development and Management, Kozhikode
15. Dr Aboobacker C,
16. Smt P Valsala Eminent Writer, Malayalam
17. Dr M K George, Eminent Sociologist
18. Prof. Dr A Dasan Institute of English, Kannur University
19. Sri Alphonse Kannanthanam IAS, MD, Land Use Board, Govt of Kerala
20. Dr M Ramakrishnan, Kannur University
21. Dr R Surendran, University of Calicut
22. Dr K Achuthan, University of Calicut
23. Dr P K Chandran, University of Calicut
24. Dr Seetha Kakkoth, Assistant Regional Director, IGNOU Regional Centre

No	Department	Name of Scientist/Academician
1	Mathematics	Dr B. D Acharya, DST, New Delhi, Dr S. B Rao, ISI, Kolkata, Dr E. Sampathkumar, Mysore University, Mysore, Dr Mukti Acharya, Delhi Technological University, New Delhi,

		Dr S. M. Hegde, NIT, Surathkal, Trakeswar Singh, Goa, Dr Nirmala Lemaya, Bombay University, Bombay, Dr G. R Vijayakumar, TIFR, Bombay, Dr S. R. Vidya, Rajkot University, Rajkot, Dr V. Swaminathan, Saraswathi Narayan College, Madurai, Dr S. Arumugam, Anna University, Kumbakonam
2	Biological Techniques	Dr K V Rajendran, Principal Scientist, CIFE, Mumbai Dr Godavarma Gireesh Varma, Professor, Kerala Veterinary and Animal Science University Dr Manish Kumar, Associate Professor of Biotechnology, University of Calicut Dr Chintu Ravishankar, Kerala Veterinary and Animal Science University Dr Michael Tharakan, Vice Chancellor, Kannur University Dr A P Kuttykrishnan, Pro Vice Chancellor, Kannur University
3	Zoology	1. Dr Jane Smart, Global Director, IUCN, Switzerland 2. Dr Mathew Nixon Armstrong, Wild Life Trust of India
4	Chemistry	1.Dr Raveendran, Associate Professor of Chemistry, University of Calicut 2.Dr K V Jayakumar Director CWRDM 3.Prof. K M Abdur Rasheed, Registrar, Kannur University
5	English	1. Dr Vinod K Jose, Associate Editor, Caravan Magazine 2. Mr K Rajan, Station Director, All India Radio, Kozhikode 3. Mr K M Narendran, All India Radio, Kozhikode 4. Mr Abdulla Nanmanda, All India Radio, Kozhikode 5. Mr Ibrahim Vengara, noted Theatre Personality 6. Fr George Sebastian SJ, Media Critic 7. Dr A Dasan, Professor, School of Languages,

| 6 | Computer Science | 1. Prof Babu Anto HOD Dept of Computer Science
 2. Mr Deepu George, Team Leader, Mind Tree, Bangalore
 3. Prof Dr M P Sebastian, IIMK
 4. Prof. Dr Rahuveer, NIE, Mysore
 5. Prof Dr Rameshan, University of Calicut
 6. Dr Raju G, Kannur University
 7. Dr Lajeesh, TCS, Mumbai
 8. Mr Lijo Sebastian, Project Leader, Accenture |
| 7 | Commerce | 1. Prof Chackochan Vattamattom, Head, Dept of Commerce, Pazhassiraja College, Wayanad
 2. Nishad Gopuram, Manager, Times, Calicut |

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?

Total No. of Permanent Teachers	Ph D Degree Holders	Teachers Submitted Ph D Thesis	Pursuing Research for Ph D Degree	Teachers Planning to Register for Ph D Degree
26	14	1	4	7

- In the XI Five Year Plan, three Faculty Members have availed Sabbatical Leave on FDP Scheme of UGC; one among them has been awarded Ph D degree and another faculty has submitted thesis.

- Among the seven faculty members planning to register for the Ph D degree (during XII five year plan), three teachers have got approval as Assistant Professors very recently.

- With the concerted effort of the Research Committee, the Institution could inculcate a research culture in the campus.

- Faculty Development Programme of the UGC was helpful in improving the academic and intellectual environment of the Institution. It has provided enough opportunities for the Faculty to pursue research and to participate in Seminars / Conferences / Workshops at Centres of Higher Learning.

- Participation in FDP Programmes has enabled the faculty members to update their research and pedagogical skills.

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

- The Institution encourages the teachers to actively involve in the popularization of science Programme being organized within and outside the campus to imbibe a scientific temper among the academic community in general and the students in particular.

- Many teachers of this institution are Resource Persons in different areas of knowledge.

- They are active in knowledge disseminating Programmes organized by agencies like OISCA International, Kerala Sastra Sahitya Parishad, Schools, Clubs, NGOs etc. outside the campus. Latest developments in areas of knowledge are disseminated to the common man.

- Research works carried out by the teachers and the students of various departments focus mainly on the local environmental and social issues, and therefore have a direct impact on the society.

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.*

Five percentage of the total budget is earmarked for research. The budget allocation is appended in Annexure III.

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?

- The Institution makes the faculty equipped to mobilize funds for research and motivated to stand on their own (in research), instead of giving seed money to them.

- The Research Committee of the Institution opens avenues before the faculty to mobilize research funding from various agencies.

- The Committee encourages faculty members who have interest in research, to submit research project proposals and/approach funding agencies for mobilizing financial support for research.

- The institution provides administrative, infrastructural and academic support to its faculty for submitting research project proposals & operating research projects, realizing the fact that such supports are crucial for any institution to excel in research.

- As a result of the initiatives taken by the Research Advisory Committee and the Institution, 25 Minor Research Projects and 2 Major Research Projects sanctioned by the UGC are either completed or in progress.

- A few proposals to carry out minor research projects submitted by the faculty members are under consideration for financial support from UGC.

- A few more proposals from the faculty members to carry out Minor Research Projects are under consideration by UGC.

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

- Financial assistance from the UGC, DST, KSCSTE and the University, are being made available to the research students in the two Research Centres of the Institution.

- In addition to that, the Project Assistants in the Major Research Projects are being provided with remuneration set aside.

- The process of promotion of research culture among students is ensured by facilitating participation of students in research and related activities, providing them with resources and other facilities.

- The teachers also support the undergraduate students to carry out their project

work.

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.

- The faculties are empowered to take up research activities utilizing the existing facilities.

- The institution encourages its staff to engage in interdisciplinary and interdepartmental research activities and resource sharing.

- Researchers in all subjects consult the Department of Computer Science for sharing of expertise and infrastructure.

- Science researchers consult the faculty of the Department of English for effective scientific writing. Mr Biju Joseph of the Department of English supports the researchers of other Departments in problem identification, setting of hypothesis, language editing and/or project proposal preparation.

- The expertise of Dr Geetha Antony of Statistics Department is being utilized for statistical analysis of data in science research.

- The Expertise of Dr Joseph K J, Associate Professor of Malayalam in this College and Expert Committee Member in the Kannur University Dept of Tribal Sociology, is being utilized for Tribal Studies Research.

- A National Seminar on Techniques in Biology organized in the College for disseminating the message of adopting the scientific and technological advancements for better understanding of Developments in Biosciences.

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

- 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.

- The services rendered by the Network Resource Centre are utilized by majority of students and teachers for teaching, learning and research.

- INFLIBNET is used by researchers.

- Computers and free Internet facility provided to the academic community are utilized to the maximum extent by teachers and students.

- A second computer lab has been established for the students of Departments other than Computer Science.

- It is mandatory to convince the University that all infrastructure facilities will be offered to all research activities by the staff and students even on an interdepartmental basis to get the Departments approved as Research Centres.

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.

Yes.

- KSCSTE (Kerala State Council for Science Technology and Environment), the State Govt agency which is responsible to look after the welfare of the State through the promotion of Scientific Research, provided a financial assistance of Rs. 8,22,800/-to Dr Sudha Devi, AR, Associate Professor of Zoology to operate a Major Research Project.

- DST (Dept of Science and Technology), Govt of India funded an amount of Rs. 30,77,660/-, to Dr K A Germina, Head (former), Dept of Mathematics to operate a Major Research Project.

- A portion of the above fund has been used for developing research facilities in the Institution.

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

Major projects	Yes	✓	N		Number	2	Agency	DST KSCSTE	30,77,660/- 8,22,800/-
Minor projects	Yes	✓	N		On-going Completed	8 12	Agency	UGC UGC	8,35,000/- 7,82,000/-
College Projects	Yes		N	✓	Number		Amount		
Industry sponsored	Yes		N	✓	Number		Industry		

Any other (specify)	Yes		N	✓					
No. of student research projects	Yes		N	✓	-		-	-	-	-

3.3 Research Facilities

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

- Research Centres: The Institution is keen on providing maximum possible facilities to promote research activities.
  - Department of Mathematics and Department of Zoology are recognized Research Centres of Kannur University.
  - The Mathematics Research Centre (MRC) has a research library with 35 research journals, a large collection of published papers and nearly 1500 volumes of books.
  - The Zoology Research Centre (ZRC) is well equipped with a Leica Research microscope having photomicrography facility, Poly Acrylamide Gel Electrophoresis Unit, Phase Contrast microscope, Monopan balance, Hot air oven, Distillation unit, Waterbath, pH meter, Oculometer, Incubator, Autoclave, Magnetic stirrer, Chemical balance, Spectrophotometer, Colorimeter etc. Most of these equipments are essential for Bio-science research.
  - Z R C has a good collection of research papers and 12 scientific journals. Centralized LPG and water supply are ensured in ZRC. Both research centres have 24 hours free Internet connectivity.

- Centralized Library with INFLIBNET facility: The Central Library of the Institution is equipped with a fully automated system of access, Internet facilities with access to e-books, and e-journals through INFLIBNET, research journals, and 12394 volumes of books. New books are being added every year.

- Network Resource Centre (NRC): A UGC funded NRC has been set up in the Library to promote research and to inculcate scientific temper among the students of the Institution.

- A Research Committee is constituted in the College to look after and promote research activities in the Institution.

- Administrative support in timely submission of project proposals and reports of research activities to funding agencies.

- Academic freedom is provided in the campus.

- Uninterrupted power supply is ensured in the campus.

- The researchers have freedom to utilize the infrastructure facilities in the campus even on holidays and on off hours.

- Research Advisory Committee and Infrastructural Committee of the Institution take care of planning, upgrading and creating infrastructural facilities for research.

- Priority is given to promote research culture among students and teachers while designing the infrastructure master plan.

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.

Yes.

The Zoology Research Centre (ZRC) procured the following equipment with the financial support from KSCSTE and UGC:

A Leica Research microscope having photomicrography facility and software
Poly Acrylamide Gel Electrophoresis Unit, Phase Contrast microscope, Monopan Balance, Digital Balance, Hot Air Oven, Distillation unit, Waterbath, pH Meter, Oculometer, Incubator, Autoclave, Magnetic Stirrer, Chemical Balance, Spectrophotometer, Colorimeter, Desktop Computers, Laptop Computer and a Multipurpose Printer

The Mathematics Research Centre (MRC) procured the following equipment with the financial support from DST and UGC.

Computer Accessories, Laptops (2), Colour Laser Printer (1), Multipurpose Printer (1), A4 Laser Printer (1), Scanner (1), DLP Projector (1) and a Desktop Computer

Apart from the equipment listed above, individual faculty members have procured computers, printers etc. with the financial support of UGC in the form of minor research projects.

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

- As a policy of promoting research the Institution entertains researchers from other institutions to utilize the facilities in the College. This policy aims at building up collaborative research Programmes in the future.

- Research scholars in Mathematics from the prestigious Institutions like IIT Chennai, Centre for Mathematical Sciences, Pala, C. R Rao Advanced Institute for Mathematics, Statistics and Computer Science, Hyderabad and Kannur University made use of the services and facilities in the Mathematics Research Centre.

- Researchers and students from Centre for Wildlife Studies, Kerala Veterinary and Animal Sciences University, Dept of Zoology, Kannur University, M S Swaminathan Research Foundation, Dept of Zoology, University of Calicut, Dept of Environmental Science, Mysore University, NGOs like Thanal, Thiruvananthapuram, Ferns Wayanad, Rastha Kambalakkad, Centre for Development Studies, Kalpetta has been making use of the facilities and services of the Zoology Research Centre.

- Library Facilities that include current issues and back volumes of Research Journals & Magazines and Reference Books are also made available to the researchers.

- Apart from Research Centres, laboratory facilities of other departments, Heritage Museum and Primary Healthcare Garden extend the services to the students, researchers and volunteers of NGOs.

- Since the College maintains a research culture and the majority of faculty are actively involved in research, their expertise is open to any researcher.

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

Research Scholars make use of the facilities at the Central Library.

- Centralized Library with INFLIBNET facility: The Central library of the Institution is equipped with a fully automated system of access, Internet facilities with access to e-books, and e-journals through INFLIBNET, research journals, and 12394 volumes of books. New additions of books every year enrich the central library.

- <u>Network Resource Centre (NRC)</u>: a UGC funded NRC has been set up in the Library to promote research and to inculcate a scientific temper among the staff and students of the Institution.

- The Mathematics Research Centre (MRC), is provided with a research library with 35 research journals, a large collection of published papers and nearly 1500 volumes of books.

- Zoology Research Centre (ZRC) has a good collection of research paper 12 scientific journals.

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.

- ZRC maintains academic exchange with the following research Institutions in India.

    - Applied Entomology Laboratory of the Department of Zoology of the University of Calicut.
    - MS Swaminathan Research Foundation, Wayanad
    - Centre for Wildlife Studies, Kerala Veterinary and Animal Science University
    - Zoological Survey of India
    - Ashoka Trust for Research in Ecology and Environment, Bangalore
    - SERIBIOTECH, Central Silk Board, Bangalore
    - Electron Microscopy Lab, NIMHANS, Bangalore

- MRC maintains academic exchange with the following research Institutions in India and abroad.

    - Mathematics Research Centre, Pala,
    - ISI, Kolkata ISI,
    - SASTRA University
    - TIFR, Mumbai
    - Anna University
    - Bombay University
    - Delhi Technological University
    - DST, New Delhi
    - NRRI, University of Minnesota, USA

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)*
No patents have been obtained

*   *Original research contributing to product improvement*
    Nil

*   *Research studies or surveys benefiting the community or improving the services*
    Student projects mainly focus on issues related to environmental conservation, social uplift, eco-politics, ecosystem services of living creatures, etc.

*   *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?

No

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)*

Name of Faculty	Department	National Journals	International Journals
1. Dr Savio James	English	--	02
2. Dr Germina K A	Maths	08	55
3. Dr Joseph K J	Malayalam	01	--
4. Dr Maria Martin Joseph	Phy. Edu.	01	01
5. Dr Rajiv Thomas	Chemistry	02	02
6. Dr P K Prasadan	Zoology	05	07
7. Dr Geetha Antony	Statistics	--	02
8. Dr Sudha Devi A R	Biol.Tech.	05	06
9. Ms Pamy Sebastian	Maths	--	03
10. Dr Thomas Monoth	Compu. Sci	--	03

| 11. Ms Ramya Krishnan | Commerce | 05 | -- |

∗ ***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.):*** 40
∗ ***Monographs: Nil***
∗ ***Chapter in Books/Books Edited/Articles***

Name of Faculty	Chapter in books	Books Published	Books Edited	Articles
Dr Germina KA	3	--	7	--
Dr Joseph K J	4	2	--	11
Dr Rakesh Kalia	--	2	--	2
Dr Shaju PP	--	6	--	4
Dr Thomas Monoth	2		--	--

∗ ***Books with ISBN/ISSN numbers with details of publishers:* Nil**
∗ ***Book Chapter / Conference/Seminar Proceedings: 25***
∗ ***Ph D thesis Supervised***

Sr. Dr. K. A Germina
1. Princy K. L., Some Studies on Set-Valuations of Graphs – Embedding and NP-Completeness, July, 2007
2. T.M. K. Anandavally, Some Studies on Additive numberings of Graphs and Related Problems, October 2007
3. Ajith V., Studies in Graph Theory-Labeling of Graphs, October 2007.
4. Bindhu K. Thomas, Advanced Studies on Labeling of graphs and Hypergraphs and Related Topics, August 2009.
5. Kumar Abhishek, New directions in the Theory of Set-Valuations of Graphs, October 2009.
6. Remesan Thirumangalath, Graph Connections with Probability and Statistics, November 2010.
7. Jisha Elizabath Joy, A study on topologies arising from graphs and digraphs, June 2011.
8. Beena Koshy, Labelings of graphs and hyper graphs, June 2011.

Research scholars under supervision at present:10

K. A Germina,
    1. Viji Paul (FIP): Title of the Thesis: Labeling of graphs and set-

indexing hypergraphs and related topics, 2009
2. Shahul Hameed K (FIP): Title of the Thesis: Signed graphs, gain graphs and allied areas, 2010
3. Rency Kurian, Title of the Thesis: New directions in the theory of labeling of graphs, 2010
4. Reena Sebastian, Title of the Thesis: Advanced studies in graph labeling problems, 2011.
5. Marykutty P. T. Some Hraph labeling problems, An advanced studies, 2012,
6. Ashraf P.K. Title of the Thesis: Set-Valuations of graphs and their applications, 2011
7. Alphy Jose, Title of the Thesis: A study on M- distance neighbourhood pattern matrices, 2011 Sona Jose, Title of the Thesis: Distance pattern distinguishing sets of graphs- A matrix approach, 2011

Sudha Devi A. R.
1. Ms. Latha N P, Title of the Thesis: Certain Aspects of Physiology of Brachyurans.
2. Ms Smija M K (project fellow), Title of the Thesis: Biology and Reproductive physiology of the freshwater crab, *Travancoriana schirnerae.*

Prasadan P K
1. Aarif K M. Foraging Ecology of the Migrant Shorebirds of the West Coast of India.

Three Research Scholars who have submitted their application for Ph D registration to work under the supervision of Dr P K Prasadan are doing Ph D coursework at Kannur University.

Dr Joseph K J
1. Benny George. Representation of Historical Facts in Malayalam Films.
2. Usha Kumari M B. Life and Culture of Paniya Tribe.
3. Santhosh P. An Ethnolinguistic Study on Karimpala Tribe.

3.4.4 *Provide details (if any) of research awards received by the faculty*

∗ *recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally*

- Dr Aneesh E M, (Guest Faculty), Department of Zoology: Young Scientist Award 2012, instituted by the Society for Filariasis and Vector Borne Diseases, India.

- Mr Biju Joseph was invited to present a paper in the International Seminar on Gender Relations, Vaestoliitto (Family Federation of Finland), 27 and 28 Nov, 2007 at Helsinki.

- Dr Germina KA was invited to present a paper in the 5th Canadian Conference in Applied Statistics at Concordia University, Canada. She attended the Seminar and presented a paper on *K Uniform Distance Compatible Set Labeled Graphs and L 1* Graphs on 3rd July 2011.

- Dr A R Sudha Devi was invited to attend the 10th Colloquium of International Crustacean Society and to present a Research Paper. She attended the Colloquium held at Athens, Greece, and presented a Research Paper on the *Biology and Reproductive Physiology of the Freshwater Crab, Travancoriana schirnerae* on 3rd June 2012.

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

  Nil

3.5   Consultancy

3.5.1 *Give details of the systems and strategies for establishing institute-industry interface?*

- In order to promote Institute-Industry Interface, the College has constituted an Entrepreneurial Club

- The Entrepreneurial Club conducts Programmes to develop entrepreneurial skills among the students. The main objectives of the Club are:

  - To create awareness about the need of Entrepreneurship in Kerala
  - To develop entrepreneurial skill among the students through lectures and workshops on entrepreneurship
  - To make arrangements for interactions with successful Entrepreneurs in the State
  - To promote students attending Seminar/Workshops on entrepreneurship organized by various institutions
  - To organize industry visit to promote entrepreneurship

- Apart from this, the Institution arranges visits and interactions with industries on a regular basis:

  - Chemistry: Chemical Industries

- Commerce: Business Establishments/Small Scale Industries
- Computer Science: Software/Hardware Industries
- English: Newspapers, Publishing Companies, Audio and Visual Media
- Zoology: Sericulture/Aquaculture/Apiculture and other Industries

3.5.2 *What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?*

In this Institution education is looked upon not just as a search for knowledge but as a great mission in which both the teachers and students participate in the process of developing human resources for the benefit of the society and nation.

The Institution realizes that:

- The outgoing students are the ambassadors of the Institution and the available expertise in the College is advocated mainly by these students.

- The College has an efficient Alumni Association which acts as a link between the Industries and the Institution.

- The Career and Placement Cell also plays a role in advocating the expertise available in the College.

- The details on the areas of expertise of the faculty are available on the College website. It is also available in the Scholar Portal of the Kerala State Higher Education Council.

- The consultancy services available in the College are publicized during meetings of various stakeholders in and around the College.

- Regular interactions during Workshops, Seminars, Conferences etc. on and off the campus help advocate and publicize the expertise available in the College.

3.5.3 *How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?*

- Since the Institution is situated in a backward area where facilities for academic research are inadequate, the Institution realizes that expertise and facilities for higher learning in the College are to be made available to the society. Therefore, the Institution encourages the faculty members to extend their services in the form of consultancy to the needy free of cost.

- The institution also encourages the faculty to utilize the facilities in the College to support their consultancy services.

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

- The Institution encourages faculty members to offer consultancy services on a voluntary basis.

- Being a Government aided Institution, the service cannot be implemented on a financial basis.

- Faculty members of various Departments offer consultancy services in the following areas:

  - Designing of curriculum and syllabus of various Institutions/ Universities
  - As Resource Person in various fields.
  - Environmental issues like Solid Waste Management, Conservation Related Issues, EFL issues, etc.
  - Soft Skills Development
  - Translation Services
  - Designing of Sports Infrastructure Facilities including Stadia, Courts, Pavilions etc.

- The following consultancy services are also provided:
  - Identification of animal specimens
  - Consultancy on biological techniques for research work
  - Consultancy on construction of Science Laboratories
  - Consultancy on mushroom cultivation
  - Consultancy on preparation of biological projects, teaching aids.
  - Consultancy on preparation of project proposals
  - Consultancy on floriculture
  - Consultancy on project work of UG and PG students in Science and languages
  - Consultancy on scientific editing
  - Consultancy in software development
  - Consultancy on translation
  - Consultancy on Mass Media
  - Consultancy on Statistical analysis
  - Consultancy on Research Methods in Mathematics
  - Consultancy on Problems in Mathematics

- All the consultancy services are open to the public and the students of the neighboring Colleges.

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

It is the Policy of the Institution that all consultancy services are to be rendered on a voluntary basis. Therefore, no income has been generated.

3.6   Extension Activities and Institutional Social Responsibility (ISR)

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

- The Institution promotes the participation of students and faculty in extension activities through the functioning of NCC, NSS and different Clubs and Associations like Blood Donors Forum, Eco Club, Red Ribbon Club, Yoga and Health Fitness club, Folklore and Books Club, Media Club, Quiz Club, Theatre and Entrepreneurship Club, Science Club, Nature Club, Save Green, and Bhoomitrasena Club, Tourism Club, Debate Club and Programmes like Maithri Community Development Programme in the Tribal Colony, The Karunya Charity Mission to provide food to the patients of District Hospital Mananthavady and Employment Training Programme for tribal women.

- All these Clubs and Forums are introduced to the Freshers during the Orientation Programme and the Freshers are motivated to be active members of a minimum of one of these Clubs/Forums.

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

- In order to track the students' involvement in various social movements / activities that promote citizenship roles the Institution has time tested mechanism

- Social involvement of students is ensured through the activities of various Clubs/Forums/Associations and Students Union. Each Such Units are coordinated by one or more faculty members.

- NSS Unit activities are co-ordinated by the Programme Officers. NSS Programme Officer maintains a diary to record the number of hours spent by each student in carrying out social work. NSS volunteers have to devote at least 120 hours each year during the two year NSS membership and are to attend 7 days Residential Camp in Villages organized by NSS Unit.

- NCC activities are coordinated by NCC Under Officer.

- The Co-ordinators of Clubs/Associations etc submit their Annual Reports to be included in the College Annual Report. The Principal reads the College Annual Report in the Annual College Day Celebrations

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

- Various level feedbacks help us in soliciting stakeholder perception on the overall performance and quality of the institution.

- The Institution solicits the perception of stakeholders on the overall performance of the quality of the Institution through the following ways:

  - Formal and informal feedbacks from the ongoing and outgoing students.
  - Feedback from the Alumni during Annual Alumni Meeting, Departmental Alumni meetings, their occasional campus visits, informal discussions, phone calls, emails etc.
  - Suggestion Boxes kept in the College.
  - Frequent interaction of students with their Mentors
  - The meeting of Class Representatives with the Principal
  - Social gatherings organized by Clubs/Associations outside the Campus
  - Parents' meetings
  - Regular financial auditing by Governmental organizations
  - Feedback from the University examination Squad who makes lightning visits to Colleges during University Examinations.

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 Institution has an efficient mechanism to plan and organize extension and outreach Programmes. Apart from NCC, NSS there are different Clubs and Associations like Blood Donors Forum, Eco Club, Red Ribbon Club, Yoga and Health Fitness club, Folklore and Books Club, Media Club, Quiz Club, Theatre and Entrepreneurship Club, Science Club, Nature Club, Save Green, and Bhoomitrasena Club, Tourism Club and Debate Club in the College. Each club functions under the Co-ordinatorship of one or more teachers.

The decentralization policy of the Institution supports such organizations in planning their activities and implementing the same in a time bound manner.

Programmes like Maithri Community Development Programme in the Tribal Colony, The Karunya Charity Mission to provide food to the patients of District Hospital Mananthavady and Employment Training Programme for tribal women are the Major outreach Programmes of the Institution. The Details on the Social Service Outreach Programmes and the Educational Outreach Programme are given in 3.6.7 and 3.6.8.

Budgetary Details:

Organizations		2009-10	2010-11	2011-12	2012-13
NSS	Regular work	15,000x2	22,500x2	22,500x2	22,500x2
	Special Camp	15,000x2	22,500x2	22,500x2	22,500x2
NCC		32,567	32,298	32,800	82,061
Bhoomitrasena		--	15,000	20,000	20,000

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?***

- During the academic year inauguration Principal and the Coordinators of various clubs and associations functioning in the College explain about the extension activities and their importance.

- The senior students of NCC/NSS display informative posters and also campaign for the enrollment of the fresh entrants to join the *extension* activities.

- The faculty members also participate in extension activities to encourage new students.

- Institution provides required infrastructure facilities and also allows the faculty to plan and execute independently.

- NSS/NCC camps are organized without hindering the academic schedule.

- The participation and achievements of students and faculty are always appreciated. These multi facet activities help the students to become self-reliant, bold, and capable of meetings the future challenges.

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?***

Please see 3.6.8 and 3.6.9.

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.*

Complementing the intellectual development visualized by the curriculum, the outreach Programmes organized by the College help our students to develop humanitarian values and become socially responsible citizens.

Sl No	Activity	Objective	Expected Outcome	Comments
1	Maithri Community Development Project	• Community Development • Upliftment of Marginalized Community • To reduce the school dropout rate among tribal students	• Awareness on Social Issues and Social Development • Empowerment of underprivileged	• Community Orientation • Awareness Creation
2	Karunya Charity Mission	• To Provide food to the poor patients and bystanders	• Poor patients and bystanders may be supported	• Support for the poor people
3	Employment Training	• Empower Tribal Women in Self Employment • Organize Exhibition cum Sales of their Products	• Trained Tribal Women may financially support their family • They may support the Training Centre	• Interactive Learning • Social Awareness

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?*

Outreach Programmes organized by the College can be categorized into two: a) *Educational Outreach Programmes* for the dissemination of knowledge to students of neighbourhood schools and general public by using the human resources available in the College and b) *Social Service Outreach Programmes* for improving the living conditions of the socially marginalized sections of the society and for motivating and inspiring them to improve themselves.

Educational Outreach Programmes:

1. Faculty Members of different departments give demonstration classes on social/environmental issues to the students of neighbouring schools and colleges. They organize Programmes/are resource persons in various Schools, NGOs and Tribal Colonies.

2. The Department of Mathematics conducts *Mathematics Olympiad* for the High School and Plus Two students of Wayanad District every year. More than 100 students/year participate in the event.

3. The Department of Computer Science organizes *IT Mela* and Quiz Competition for the Higher Secondary students of Wayanad district.

4. Major Departments organize Regional Seminars, Group Discussions, Quiz Competitions, etc. for the Undergraduate and Postgraduate students of Kannur University.

5. The Institution organizes Faculty Improvement Programmes for the teachers of High Schools and Higher Secondary Schools.

6. The College has been collecting *materials of archeological importance* and organizing exhibitions for the students and the local people.

7. The Department of Commerce organizes Socio-economic Surveys and Developmental Programmes in tribal colonies.

8. *Master Mind Business Quiz* is an annual competition organized by the Department of Commerce for the Higher Secondary School students of Wayanad district

9. The Department of Zoology conducts surveys on the non judicious application of chemical pesticides and fertilizers on various agricultural crops of Wayanad, their impacts on environment and human health etc.

10. Campaign on *Reduce, Reuse and Recycle Plastic Products* has been organized by the Department of Zoology.

11. The Department of English took the initiative to depute their students as Interpreters to a delegation of Foreign Journalists and the Local Farmers.

12. The College encourages students to participate in Literary Workshops, like *Ezhuthupura, Workshop on Script Writing, etc.* and Theatre Camps organized by other institutions/ agencies.

13. The College organizes Annual Elocution Competition

Social Service Outreach Programmes:

1. The NSS and NCC units are the major organizations of the College that organize various social service Programmes on a regular basis. The details are given elsewhere.

2. An Employment Training Centre for Tribal Women has been established by the College at Appappara.

3. Aiming at the uplift of the downtrodden tribal people in the neighbouring colonies and fostering their children to education and employment, the Institution established a Social Initiative named the Mythry Community Development Programme.

4. The Women Cell organizes special training Programmes to empower the girl students and women.

5. With the support of Medical Professionals, the Institution provides AIDS awareness among the students and the general public.

6. The College promotes Awareness on Environmental Issues through the activities of the Save Green Club. The Club arranges Nature Appreciation Camps, Screens documentary films and organizes demonstration classes.

7. The AICUF unit of the College in association with the Jesus Youth collects and distributes dresses to the inmates of Orphanages and Old Age Homes. Food packets are distributed to the patients of the District Hospital, Mananthavady.

8. The volunteers of the Bhoomitrasena Club visits organic farms and interact with the farmers.

9. In collaboration with the Soil Testing Lab of the Govt of Kerala, the Bhoomitrasena club established *a soil testing facility* in the College.

10. The Department of Water Resources, Govt of Kerala, selected the Bhoomitrasena Club of this Institution to establish JALASREE HARITHASALA- a free Drinking Water Quality Analysis Unit in the

College. The Department provided training to the Co-ordinator and supplied free kit to the Club.

In addition, many members of the staff, both teaching and non-teaching and students are involved in various social service activities

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 Institution forged constructive relationships with the neighbouring educational institutions and Non Governmental Agencies to work on various outreach and extension activities.

Programmes	Collaborating Institution
AIDS Awareness Programme	DMO Office, Mananthavady
Blood Grouping and Blood donation Campaign	Blood Bank, Govt Hospital, Mananthavady
Free Soil Analysis	Soil Testing Lab, Mananthavady
Free Water Quality Analysis	Department of Water Resources, Govt of Kerala
Visit to organic farms	Radio Mattoli Communications Ltd
Screens documentary films	Department of Forest and Wildlife
Nature Appreciation Camps	Department of Forest and Wildlife
Mythry Community Development Programme	Mananthavady Grama Panchayath
An Employment Training Centre for Tribal Women	SABS Sisters
Reduce, Reuse and Recycle Plastic Products	Mananthavady Grama Panchayath
Non judicious application of chemical pesticides and fertilizers on various agricultural crops of Wayanad	Thanal, Thiruvananthapuram; Ferns Naturalists Society; MS Swaminathan Research Foundation;
Master Mind Business Quiz	Higher Secondary Schools of Wayanad District
Faculty Improvement Programmes for the teachers	Higher Secondary Schools of Wayanad District
Regional Seminars	Ferns Naturalists Society; MS Swaminathan Research Foundation
IT Mela and Quiz Competition	Higher Secondary Schools of Wayanad District
Mathematics Olympiad	High Schools and Higher Secondary Schools of Wayanad District

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 Department of Water Resources, Govt of Kerala, selected the Bhoomitrasena Club of this Institution to establish JALASREE HARITHASALA- *a free Drinking Water Quality Analysis Unit* in the College. The Govt. Department has trained the Co-ordinator & her research student and supplied free kit to the Club

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.

Though the institution doesn't have any formal collaboration with other institutions, we make use of the facilities/resources of various forums and institutions for research and extension. Some of such informal collaborations are listed below.

Kannur University	Research and Curriculum Development
University of Kerala, MG University, University of Calicut, Anna university	Research
Centre for Mathematical Sciences CR Rao Advanced Institute for Mathematics, Statistics, Computer Science, Hyderabad, TIFR, Bombay, IIID MS, Mysore	Research collaboration, Visiting Professors, extension lectures, consultation
Industries and Banking	Extension/Guest lectures/visits
Spices Research institute (for Zoology)	Research, extension lectures, and consultation
Wayanad Social Service Society, Mananthavady	Community Development
Chemistry Laboratory, CWRDM	Extension/Guest Lectures/visits
District Hospital Wayanad	Medical Camps
District/Block/Grama Panchayath	Extension/outreach Programmes

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.

Institution does not have any signed MoUs.

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 Research Centre Zoology, outsourced the infrastructural facilities of the following institutions:

1. Department of Zoology, Mananthavady Campus, Kannur University. Outsourced the infrastructural facilities (UV spectrophotometer and paper chromatography unit) for carrying out analysis of dietary value of soft tissue of crab
2. Department of Biotechnology, University of Calicut for PAGE (Polyacrylamide Gel Electrophoresis) unit to carry out yolk protein analysis (vitellogenin of hemolymph and lipovitellin of ovary.
3. Molecular Parasitology Laboratory, University of Veterinary & Animal Sciences, Pookote for DNA isolation studies.
4. Seribiotech Research Laboratory, Central Silk Board, Govt of India, Bangalore for carrying out DNA,RNA isolation studies, Agarose Gel Electrophoresis and PCR (Polymerase Chain Reaction) machine.
5. Department of Advanced Studies in Marine Biology, Annamalai Univ., Parangipettai. Outsourced the infrastructural facilities for studying antimicrobial activity of hemolymph by gel diffusion method and for studying shell diseases.

Mathematical Research Centre has benefitted from the interactions with:
1. Centre for Mathematical Sciences, Trivandrum
2. CR Rao AIMSCS, Hyderabad
3. IIT Madras
4. NIT Calicut
5. Mathematics Research Centre, Pala,
6. ISI, Kolkata ISI,
7. SASTRA University
8. TIFR, Mumbai
9. Anna University
10. Bombay University
11. Delhi Technological University
12. DST, New Delhi
13. NRRI, University of Minnesota, USA

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. n-CARDMATH Group Discussion on Labeling of Discrete Structures and Applications
   Convener: Professor B. D Acharya, DST, New Delhi
   Coordinators: Professor S Arumugam, Kalasalingam University, and Dr Sr Germina K A, MMASC, Mananthavady.
   Eminent Scientists\Resource persons: Dr B. D Acharya, DST, New Delhi, Dr S. B Rao, ISI, Kolkata, Dr E. Sampathkumar, Mysore University, Dr Mukti Acharya, Delhi Technological University, Dr S. M. Hegde, NIT, Surathkal, Dr Trakeswar Singh, Goa, Dr Nirmala Lemaya, Bombay University, Dr G. R Vijayakumar, TIFR, Bombay, Dr S. R. Vidya, Rajkot University, Dr V. Swaminathan, Saraswathi Narayan College, Madurai, Dr S. Arumugam, and S. Sampathkumar, Anna University.

1. Meeting of the first Expert Review & Monitoring Group (ERMG) for the evaluation of progress and performance in the spearhead project, during 16- 20 March 2007.
   Organizing Secretary: Germina K. A
   Eminent Scientists\Resource persons: Dr E. Sampathkumar, Mysore University, Dr B. D Acharya, DST, Delhi, Dr S. B Rao, ISI, Kolkotta, Dr G. R Vijayakumar, TIFR, Mumbai, Dr R. Balakrishnan, SASTRA University and M.I Jinnah, Kerala University, Kerala.

2. Second meeting of the Expert Review & Monitoring Group (ERMG) for the evaluation of progress and performance in the spearhead project held on 16-20 March 2007,
   Organizing Secretary: Germina K. A
   Eminent Scientists\Resource persons: Dr E. Sampathkumar, Mysore University, Dr B. D Acharya, DST, Delhi, Dr S. B Rao, ISI, Kolkotta, Dr G. R Vijayakumar, TIFR, Mumbai, Dr R. Balakrishnan, SASTRA University and M.I Jinnah, Kerala University, Kerala.

3. Second Indo-US Lecture Series on Discrete Mathematical Chemistry (with applications to drug discovery, environmental protection, genomics, and proteomics) and The First International Lecture Series on Discrete Mathematical Chemistry, Biology and Physics, with special reference to Computational Models.
   Lecture Chairs: Dr R. Balakrishnan, Srinivasa Ramanujan Centre, Kumakonam and Dr S. C Basak, NRRI, University of Minnesota, USA
   Organizing Secretary: Germina K A, MMASC, Mananthavady

Convener: Dr B. D Acharya, DST, New delhi
Eminent Scientists\Resource persons: Dr B. D Acharya, DST, New Delhi, Dr Dr R. Balakrishnan, SASTRA, Kumbakonam, Dr S. C Basak, NRRI, University of Minnesota, USA, Dr G. D. Grunwald, NRRI, University of Minnesota, USA, Dr S. Guptha, Kokotta, Dr B. D. Gute, NRRI, University of Minnesota, USA, Dr B. K Mishra, Sambaplur University, Dr M. Mumtaz, ATSDR/CDC, USA, Dr R. Muthiyala, University of Minnesota, USA, Dr A. Nanady, Jadhavpur University, Dr R. Natrajan, NRRI, University of Minnesota, USA, Dr K. J Rao, IISc, Bangalore, Dr C. Suguna CCMB, Hyderabad, Dr G. R Vijayakumar, TIFR, Bombay, and Dr H. B Waliker, Karnataka University, Karnataka.

4. Workshop on set-valuations of graphs, signed graphs and geometry at MRC Mananthavady 19-20 August 2010.
Organizing Secretary: Dr Germina K. A. and Dr R. Natrajan
Convener: Dr A. M Mathai, Director, CMS, Pala
Eminent Scientists\Resource persons: Dr Thomas Zaslavsky, Dr E. Sampathkumar, Dr V. Swaminathan, Dr B. D Acharya, Dr Mukti Acharya, Dr A., R. Natrajan, and Mr Kumar Abhishek.

5. International workshop on set-valuations, signed graphs, geometry and applications, held during September 2-6, 2011
Organizing Secretary: Dr Germina K. A.
Convener: Dr B. D Acharya
Eminent Scientists\Resource persons: Dr Thomas Zaslavsky, Dr E. Sampathkumar, Dr B. D Acharya, Dr S. Pirzada, Dr Mukti Acharya, Dr G. R Vijayakumar, Dr V. Swaminathan, Dr Deepa Singha, and Mr Kumar Abhishek.

6. National Seminar on Challenges of Environmental Pollution organized by Department of Chemistry
Organizing Secretary: Dr Rajeev Thomas
Eminent Scientists\Resource persons: Dr Raveendran, Department of Chemistry, University of Calicut; Dr Sebastian, University of Calicut.

7. UGC sponsored National Conference on Techniques in Biology or the for Higher Secondary Biology Teachers of Wayanad on 20,21 August 2009.
Organizing Secretary: Dr Sudha Devi A R
Eminent Scientists\Resource persons: Prof Dr Michael Tharakan, Vice Chancellor, Kannur University, Dr A P Kutty Krishnan, Pro Vice Chancellor, Kannur University, Dr Rajendran, Principal Scientist, CIFE, Mumbai; Dr Godavarma Gireeshvarma, Associate Professor, KVASU; Dr Manishkumar, Head, Dept of Biotechnology, University of Calicut and Dr Chintu

Ravishankar, Asst Professor, KVASU.

8.	International Seminar on Biodiversity Conservation organized by IQAC in association with the Wildlife Trust of India, held on 22nd October 2012. Eminent Scientist/Resource Persons: Dr Jane Smart, Global Director, IUCN; Dr Nixon Armstrong, Wildlife Trust of India.
9.	National Conference on Recent Advances in Information Security, 14, 15 June 2007. Organizing Secretary: Thomas Monoth Eminent Scientists\Resource persons: Dr Babu Anto, Kannur University

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*

No	*Area*	*Activities*	*Collaboration*
1	*Curriculum Development/Enrichment*	• MS Wildlife Studies • MSc, MPhil • Academic Consultancy • Curriculum Designing	• Kerala Agriculture and Veterinary University, Wayanad • CMS Pala • Vimal Jyothi Engg College • University of Calicut, Kannur University, M G University and Anna University
	Student exchange	• MSc Project Work	• Department of Zoology, Kannur University • CMS Pala
	Twinning Programmes	Nil	

	Introduction of new courses	• PhD Programme in Zoology & Mathematics • Certificate Course in Herbal Medicine and Primary Healthcare • Certificate Course in Organic Farming	• Department of Zoology, Kannur University • MS Swaminathan Research Foundation • Vanamoolika, Wayanad • Wayanad Social Service Society • Wayanad Social Service Society
	Student Placement	Recruitment	Big Leap Solutions Mahindra Tech, Shredh Kerala
	Publication	Production of Books, Journals, Newsletters etc.	C M S Pala, Kerala, Society for Linguistic Research (KSLR)
	Extension	• Karunya Charity Mission • Tribal Employment Development Project • Village Adoption	• Dist Head Quarters Hospital, Mananthavady • Adoration Sisters Appappara • Local Tribal Colony
	Consultancy	• Scientific Research • Biodiversity Conservation • Solid Waste Management • Diversity documentation	▪ Applied Entomology Laboratory of the Department of Zoology of the University of Calicut. ▪ MS Swaminathan Research Foundation, Wayanad ▪ Centre for Wildlife Studies, Kerala Veterinary and Animal Science University ▪ Zoological Survey

		of India ▪ Ashoka Trust for Research in Ecology and Environment, Bangalore ▪ SERIBIOTECH, Central Silk Board, Bangalore
	Research	• Research and Development in Mathematics. • Research and Development in Zoology	• CRRao AIMSCS, Hyderabad and Centre for Mathematical Sciences, Pala and IIIDMS, Mysore. ▪ Applied Entomology Laboratory of the Department of Zoology of the University of Calicut. • Seribiotech, Central Silk Board, Bangalore. • Electron Microscopy Lab, NIMHANS, Bangalore
	Faculty Exchange and Professional Development	Professional Development in Mathematics	Faculty of Mathematics at Government Brennen College, Thalasserry, Nirmalagiri College, Kuthuparamba, Payyannur College, Payyannur, and W.M. O College, Muttil, Wayanad.
	Summer Placement	Placement	V Set India
	Internship/ On-the-job Training	Carry out MSc Applied Zoology	The Research Centre of the Department of

		Project Work.	Zoology extends the services to the Students of MSc Applied Zoology of Kannur University
	Any other	Nil	

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

- The staff members have established linkage with other research institutions so that they can offer better consultancy services to the public.
- Experts/Scientists from the Institutes with whom collaborations have been made are invited to interact with the academic community of the College.
- Students of various Departments visit collaborating Institutions to build up future academic associations.
- The College recommends Faculty to attend Seminars/Workshops organized by the Collaborating Institutions.
- The College encourages extension of service/expertise of the Faculty to the Collaborating Institutions.
- Before establishing the Academic Collaboration, the College holds discussions at various levels to identify the areas where academic exchange is possible.

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

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

- In consultation with the Board of Governors, the IQAC prepares Infrastructure Master Plan and places it before the Infrastructure Development Committee for discussion and recommendation for implementation.
- The Infrastructure Development Committee comprises of the Manager as the Co-ordinator and the Principal, IQAC Co-ordinator, Co-ordinator of UGC projects, office Superintendant and Heads of Major, Complementary, Second Language and Physical Education Departments as members.
- As per the recommendations of the Committee, the Institution provides infrastructure facilities on priority basis as envisaged in the infrastructure master plan.
- This is the policy of the Institution for creating and enhancing infrastructure that facilitates effective teaching and learning.

4.1.2 Detail the facilities available for:

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.*

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.:*

(a) Infrastructure facilities available for academic activities:

19 spacious class rooms, of which 12 are ICT enabled, in the main college building
Laboratories for all science subjects
A well equipped Digital Language Lab
Five Common Staff Rooms with Internet facility
Separate rooms with Internet connectivity for Heads of Major Departments, except the Commerce Department (separate facility is under construction)
NRC with 12 computers

A spacious Central Library in the second floor
Audio Visual Room with Internet connectivity
IQAC Room with Internet connectivity and LCD projector
Mathematics Research Centre with Internet connectivity
Zoology Research Centre with Internet connectivity; animal house; 24 hrs LPG and water supply
Medicinal Plant Garden with name boards
Museum in the Department of Zoology

(b) Infrastructure facilities available for co-curricular activities:

Auditorium (Area 2500 sq ft); 300 chairs and a permanent stage; audio-visual facilities
NCC Room
Student Centre
Room for Fine Arts Activities
Counseling Centre with Internet connectivity
Women's Rest Room with attached bathroom; two beds; first aid facilities
Heritage Museum
College Canteen
Guest Rooms
Co-operative Store
Room for Career Guidance Cell
Medicinal Plant Garden
Garden

(c) Infrastructure facilities available for extra-curricular activities and sports:

Staff Recreation Room
Vehicle Parking area for Staff
Vehicle Parking area exclusively for students
Gymkhana (Sports Pavilion) with dressing rooms for boys and girls
400 mts eight-lane track
Football Court
Ball Badminton Court
Basket ball court -1
Volley Ball Courts -2
Shuttle Court -2
Cricket Pitch -3
Facilities for Table Tennis, Chess, Archery, Caroms

| Health Fitness and Yoga Centre |
| Indoor Training Facility |
| Indoor Stage |

UGC has sanctioned an assistance of Rs 12,00,000/- for the construction of 105x70 Outdoor Stadium and Rs 30,00,000/- for setting up Indoor Training facility (20x15x7).

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).

Optimal utilization of available infrastructure is ensured while preparing the Academic and Infrastructure Master Plan of the College and through yearly execution of this plan.

Apart from the routine academic/co curricular activities, the College also makes efficient use of its infrastructure by sparing its space for the conduct of:
- PSC Examinations
- University and Distance Education Examinations
- Coaching for Entry into Public Services and Banks
- NCC Camps
- Career Oriented Courses
- Seminars/Workshops

The College offers its facilities to the local community and local institutions for:
- Organizing competitions and conducting coaching classes for high school and higher secondary school students
- Conducting intercollegiate Seminars and Quiz Competitions for College students
- Conducting Health Camps and Sports & Games Competitions for Local Community and Local Self Govt Establishments
- Conducting tuitions for local school children through the Maitri Community Development Programme
- Celebrating festivals by schools/ parishes/self help groups

College also offers facilities to MSc Applied Zoology students of Kannur University to carry out their project work in Zoology Research Centre.

Master Plan of the college campus is enclosed as **Annexure-1**

4.1.4   How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?

At present the Institution does not have students with physical disabilities. The College is ever aware of the different needs of the differently-abled students. The Institution is ready to provide infrastructural facilities to meet the requirements of students with physical disabilities.

4.1.5 Give details on the residential facility and various provisions available within them:

- **Computer facility including access to Internet in hostel:**

Since the hostel is in the campus itself and very close to the College buildings, the inmates of ladies' hostel can make use of the Computer and Internet facilities in the college in the morning and evening hours and on holidays. The WiFi facility in the Campus may also be utilized by the students.

- **Facilities for medical emergencies:**

First Aid Box is available in the Hostels. The hostel inmates make use of the medical services provided by the Govt Health Centre situated near (hardly 200 mts away) the College Hostel. The College maintains an MoU with the St Joseph's Hospital (run by the College Management) for providing medical assistance to the students of the College, especially to the hostel inmates, when needed.

- **Hostel Facility – Accommodation available**

A hostel (partially funded by the UGC and the College Management) for girls with the capacity of 40 students and another one in the campus run by nuns and recognized by the Institution provides accommodation for 50 girl students of the college.

Hostel	M/F	a. Capacity	b.Occupancy
College Hostel for Women	F	40	30
St. Joseph's Hostel for Women	F	50	50
Devine Providence Seminary, Kartikulam	M	10	--

- **Recreational Facilities, Gymnasium, Yoga Center, etc.:**

Since the hostel is in the campus itself and very close to the College buildings, the inmates of ladies' hostel can make use of the facilities in the college in the morning and evening hours and on holidays. Hostel provides recreational facilities like caroms and chess other than Dish TV.

- *Library facility in the hostels:*

The hostel maintains a small library with 200 books, news papers and Magazines. Students make use of the library facility in the College as the College is very close to the Hostels.

- *Internet and Wi-Fi facility*:

The Institution provides WiFi facility in the campus. Since the hostel is in the campus itself and very close to the College buildings, the inmates of Ladies' Hostel can make use of the Computer and Internet facilities in the college in the morning and evening hours and on holidays.

- *Recreational facility-common room with audio-visual equipments*:

The College Hostel provides a common room with recreational facilities like Caroms and Chess other than Dish TV.

- *Available residential facility for the staff and occupancy:*

The staff members of the College hostel are staying in the hostel itself.

- *Constant supply of safe drinking water*:

Yes, one water purifier has been installed to provide safe drinking water at all times.

- *Security:*

A watchman is appointed to look after the security of the college hostel.

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?

- The academic community of the College utilizes the services of the Government Health Centre located next to the entrance of the College.

- Medical help, whenever required, is made available from the Government Health Centre, St Vincent hospital, and the District hospital Mananthavady which are in the vicinity of the College.

- The Management of the College (Catholic Diocese of Mananthavady) runs a hospital-St Joseph's hospital- in Mananthavady town and maintains an MoU with the hospital administration to provide emergency medical service to the hostellers of this College.

- First Aid kits are available in the College and the Hostel.

- Annual Medical Inspection of students is held regularly.

- The institution conducts Blood Grouping of students every year.

- The Department of Zoology organizes several health awareness Programmes for the students

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.

- **IQAC**: A well furnished IQAC room (Area 275 sq ft) with facilities for documentation, printing, scanning, Internet browsing, holding meetings and discussions, digital presentation facility (mounted LCD), etc.

- **Grievance Redressal Unit**: No separate room has been earmarked for this purpose; however, depending on the needs of the students, audio-visual room, auditorium or Students' Union room is made available for the Grievance Redressal Unit.

- **Women's Cell**: A bath attached room (275 sq ft) with 2 cots and first aid facility

- **Career Guidance and Placement Unit**: A separate class room with computer and Internet connectivity. The Unit provides study materials like books and video & audio CDs for the students. The teacher in charge of the Career Guidance Cell is available at the Centre for Guidance.

- **Health Centre**: Nil. However, a Govt. Health Centre is housed in a building near the college entrance. The academic community of the college makes use of the facility in the Centre.

- **Canteen:** A well furnished and spacious (total area 3000 sq ft) canteen with separate space for students and staff. Ample number of wash basins and two toilets are also part of the canteen facilities.

- **Recreational Spaces for Staff**: A room with facilities for caroms, chess and playing cards.

- **Recreational Spaces for Students**: Room with facilities to play Table Tennis, Caroms, Chess and Judo.

- **Safe Drinking Water Facility**: It is an important concern of the Institution. In the College, six drinking water units are made available for the students near the staircases on each floor in the main building, (each such Unit consists of a water purifier fixed on the wall and a steel vessel fixed on metal stands), two in staff rooms and one in the office.

- **Auditorium**: A spacious (Total area 2500 sq ft) multipurpose indoor sports facility with a permanent stage in the ground floor.

- **Audio-Visual Room:** Fifty Jefferson Chairs, TV, Computer, Digital Video Camera, VCD Player, OHP and Mounted DLP Projector are available in the **Audio-Visual** cum **Seminar Hall**

- **Counseling Center** with a Computer and Internet connectivity: The service of the Professional Counselor is available as per the need of the counselees.

- **Vehicle Parking Facilities** (25 cars can be parked at a time)

- **A parking area** exclusively for students

- **Student Centre** (Area: 200 sq ft) with computer and Internet connectivity

- **Toilet Facilities:** Five for Girls, 1 in the Women's Cell, 5 for boys, 1 common near the staircase, 2 in the canteen, 2 near the Student Centre, 4 for the Teaching Staff, 1 each in Chemistry and BT Labs, 1 in Maths Research Centre, 1 in the Office; 1 attached to the Principal's Cabin and 1 attached to Manager's Room and for the Visitors Room). An additional toilet with six units and wash basin facility has been constructed for girls in 2012.

- **Free Internet Connectivity**: Principal's Cabin, Manager's Cabin, rooms of Heads of all Departments, staff rooms, Councilor's room and College office.

Besides a good number of faculty who have Research Projects have their own Internet Connectivity.

- **Network Resource Centre (NRC)** with One Server and 12 nodes, Web Camera, Scanner, CD Writer and Laser Printer.

- **Information and Library Network (INFLIBNET)**: Centre helps in the sharing of library and information resources and services among the academic community of the institution, and with Academicians and Research Institutions. INFLIBNET works collaboratively with the Indian University Libraries to shape the future of the academic libraries in the evolving information environment. It plays a major role in promoting scholarly communication among academicians and researchers in India.

- **Language Laboratory**: Digital with one server and 10 Computers with Internet connectivity

- **Herbal garden:** Area 25 cents; Number of species of plants - 112)

- **Chapel/Prayer Rooms:** One in the Second Floor of the main building which is open for students and staff of all communities and another in the second floor of the Canteen cum Guest House building. Everybody stands still during the College Anthem at 10 hrs and stands in attention during the National Anthem at the end of formal classes in the evening, in respect of the Institution and the Nation respectively.

- **Visitor's Room**: Attached to the Principal's and Manager's Cabins

- **Co-operative Stor**e: In the Canteen cum Guesthouse building

- **Guest Rooms**: Three guest rooms are available in the Canteen cum Guesthouse building

- **Bus Shelters**: One on either side of the entrance of the College (Area: 400sq ft)

- **BSNL Tower**: It is sanctioned on the campus at the initiation of the Administration and is likely to be commissioned in the next Academic Year.

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?

Yes. The College has a Library Advisory Committee with the Librarian as the Co-ordinator, the Office Superintendent, Finance Officer (appointed by the Manager), Chairman & Vice Chairperson of Students Union and Heads of all Major, Complementary, Language & Physical Education Departments as Members. The Library Advisory Committee, in consultation with the IQAC, looks after the functioning of the Library. Its responsibilities are:

- Preparation of the Budget proposal for the Library.
- Ensure the proportional distribution of the allocated fund for book purchase.
- Monitor and approve the list of books, journals and other reading materials to be purchased.
- Recommend enhancement of the facilities in the library.
- Analyze students' feedback on the services of the library and make recommendations, if needed, to the college authority.
- Redress the grievances, if any, related to the library functioning.
- Schedule the Induction Programmes for newcomers.
- Encourage the College Community for the optimum use of the library facilities.

4.2.2   Provide details of the following:

- *Total area of the Library (in Sq. Mts.):*2600

- *Total seating capacity in the Common Reading Room*:70

- *Working hours (on working days, on holidays, before examination days, during examination days, during vacation):*

  - On working days: 9am - 4-30 pm
  - On Saturdays: 9.30am - 4-30 pm
  - Before examination days: 9am - 4-30 pm
  - During examination days: 9am - 4-30 pm
  - During vacation: 9am - 4-30 pm

- *Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources) :*

  - A spacious common reading room with 70 chairs and 19 round tables
  - Separate Reading Space for staff members
  - Network Resource Centre (NRC) with 14 Computers
  - Stack Room – Entry is allowed to students on request
  - Cabin for the Librarian

- A room, next to the Cabin of the Librarian, for routine check up and repair of damaged books.
- Photocopier (that can also be used as a computer printer) is kept very close to the computers in the NRC.
- Journals/Magazines are arranged on a Display Board. The back volumes are arranged on the space provided behind the Display Board
- A cubicle/space for book distribution at the entrance of the Library

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***

Library holdings	*2007-08*		*2008-09*		*2009-10*		*2010-11*		*2011-12*	
	No.	*Cost (Rs)*	*No.*	*Cost (Rs)*	*No.*	*Cost (Rs)*	*No.*	*Cost (Rs)*	*No.*	*Cost (Rs)*
Text Books	680	1,10,	430	62,72	600	68,527	465	89,668	91	1,98,080
Reference Books	14	15,50	4	6,250	9	12,000	3	2,750	9	27,000
Journals/ Periodicals	28	18,86	31	22,73	42	23,746	39	23,606	41	25,086
e-resources (CDs, DVDs etc)	--	--	--	--	--	--	92	86,000	--	--
Other books	--	--	--	--	19,3	2,55,120	80	7,381	--	--
Any other (specify)	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil

- The Library Advisory Committee ensures the purchase of new books, journals and reading materials in consultation with the Departments and IQAC.

Purchase:

- Departments are asked to provide list of necessary books and journals.

- Teachers are encouraged/requested to visit leading bookshops or Book Exhibitions to choose good books in their respective disciplines and recommend them for purchase to the Central Library and forward the Invoice

to the Library Advisory Committee (Such books are purchased later by the Institution as per the rules and regulations)

- Library Advisory Committee invites quotations from Publishers/Book Sellers.

- Library Advisory Committee approves the lowest priced quotation and places orders.

- The College avails off funds from the UGC and the Research Projects (of faculty members) funded by various agencies like UGC/DST/KSCSTE.

- The fund availed from the UGC to the College is proportionally distributed among the Departments to purchase books/journals in their respective disciplines/area of learning.

New arrivals:

- New arrivals are displayed in the library.
- New arrivals are made available for issue at the earliest.
- Teachers make the students aware of the new arrivals in the library

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

- The library has an Open Access System.

- 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.

- Twelve 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.

- An average of hundred students use the Internet facility per day except when there are connectivity problems.

- The library has a two point Checking System; the users are advised to keep their personal belongings on shelves near the entrance and it is ensured that only books entered in the Issue Register/Computer are taken out of the library.

4.2.5 *Provide details on the following items:*

- Average number of walk-ins: Number of users/day: 125

- Average number of books issued/returned: 40/day

- Ratio of library books to students enrolled: 23:1

- Average number of books added during last three years: 658

- Average number of login to opac (OPAC):40

- Average number of login to e-resources: Academic community has the freedom to login any e-resource without prior permission and hence it is impracticable to maintain a statistics of that.

- Average number of e-resources downloaded/printed: Academic community has the freedom to download any e-resource without prior permission and hence it is impracticable to maintain a statistics of that.

- Number of information literacy trainings organized :6

- Details of "weeding out" of books and other materials :Nil

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

Manuscripts			
Reference	Yes	750 books	Audio and Video CDs
Reprography	Yes	Photocopier	
ILL (Inter Library Loan Service)	No		
Information Deployment and Notification	Yes		
Download	Yes	Photocopier in the library serves as computer printer	

Printing	No		
Reading list/ Bibliography Compilation	Yes		
In-house/remote access to e-resources	Yes	Through INFLIBNET/Internet	
User Orientation and awareness	Yes	In the first week of the commencement of first semester classes	
Assistance in searching Databases	Yes	KOHA Software	
INFLIBNET/ IUC facilities	Yes	INFLIBNET	

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

- Support the students in locating the titles.

- Since the library is fully computerized, with the support of library staff, the issue and return processes can be completed within a short period of time.

- Exhibit the titles of the new arrivals on the Notice Board.

- Displaying the latest acquisitions.

- Making the new arrivals available for issue within a short time after purchase.

- Assisting the students in NRC and help in downloading/printing the materials.

- Helping the students and teachers in photocopying.

- Preserving the University question papers for reference.

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

Physically challenged persons and visually impaired persons can keep the books for 30 days after issue, for others it is restricted to 15 days. Presently there are no students of that category in the College.

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?)***

The Institution has an efficient Feedback Mechanism.

- The feedback obtained from the students on the functioning, etc. of the library are subjected for serious discussions by the Library Committee at various levels and the fruits of the discussions are intimated to the policy makers in the Institution.

- Accordingly necessary modifications are being made in the *Academic and Infrastructure Master Plans* of the College.

4.3   IT Infrastructure

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

- ***Stand Alone Facility:*** **127**

- ***Details of computers with their configuration:***

S.No	Configuration	Quantity
1.	Pentium IV 2.4Gz, 533 MHz, 52x CD Writer, 3.5 inch Floppy drive, 128 RAM, 40 GB Hard Disk, Mouse	30
2.	Celeron 2.4 Gz,400 MHz, 52x CD Writer, 3.5 inch Floppy drive, 128 RAM, 40 GB Hard Disk, Mouse	38
3	AMD 2.4Gh8/256MB/`15.6 TFT Monitor /Key Board +Mouse	11
4	Server IBM X 206 series	2
5	Dual Core/2GB/160GB/15'' LCD Monitor	34
6	Core 2Duo /1GB/160GB/LCD Monitor	2
7	Core i3/2GB/18.5"/250GB HDD	10

- ***Laptops:*** **14**

S.No	Configuration	Quantity
1.	Intel (R) Core (TM) II Duo CPU T5800 @2.00Gz, 2011MB RAM, DVD RW AD – 7580 SATA, 260 GB HDD	3
2	Core i3/2GBDDR3/320GBHDD/14" Screen/NW/Wireless	1
3	Net Book /1GB/160Gb/7" screen	6

| 4 | Acer Dual core/512MB/80GB/14" screen | 1 |
| 5 | Corei7/4GB/500GB/14" screen | 1 |

- *LAN Facility*

S.No	LAN	No. of Computers in the Network
1.	LAN-I(Computers in different Departments, Office, Laboratory)	15
3.	LAN-III(Language Laboratory)	11
3.	LAN-IV(General Library)	1Server + 5 desktops
4.	NRC	2+ 12 Nodes

- *Computer-student ratio*: **1:4.7**

- *Software*

  1. Linux-Red Hat (Lab); Fedora (Library)
  2. Admission Processing System-Automation at Office
  3. Students Information System-Automation S/W at office
  4. Computer Aided Evaluation System- Automation S/W at office
  5. Microsoft Office 2003- 3 Numbers
  6. Microsoft Windows XP-7 numbers licensed +1 number for automation server
  7. Microsoft Visual C++
  8. Microsoft Foxpro
  9. Microsoft C++
  10. Microsoft Visual Basic

  - *Accessories*

S.No	Type of Accessory	Quantity
1.	Broad Band Modem	6
2.	Switch/Hub	9
3.	UPS Online	4
4.	UPS Offline	6
5.	Printer Laser	15
6.	Scanner	7
7.	LCD Projector/DLP	15
8.	Printer Inkjet	6
9.	Printer Dot-matrix	2
10.	Photostat	3
11.	Generator 10KVA	1

12.	Generator 70KVA	1
13.	Digital Class Room	12
14.	Audio Visual Room	1
15.	Web Cam	1
16.	Digital Camera	9
17.	Overhead Projector	1
18.	Handy cam	2

4.3.*2*   ***Detail on the computer and Internet facility made available to the faculty and students on the campus and off-campus?***

Computers and Internet connectivity on the Campus:

Sl. No	Location	Computers	Printers	Server/Scanner	Photocopier	Internet Connectivity
1	Comp.Sci. Lab 1	37(Network)	1 LaserJet 1 dot-matrix	1 IBM Server and 15 thin Clients		Available
2	Comp.Sci. Lab 2	26+10 (Network)	Laser; inkjet			Available
3	HoD Comp Sci	1+1Net Book	1 Laser	1 scanner (all in one)		Available
4	T.A. Comp Sci	1 Lap	LaserJet	1 scanner		Available
5	Staff room Comp Sci	1 Lap	1 Inkjet all in one		1	Available
6	Principal	1	1 inkjet all in one; 1 colour laser	1 scanner		Available
7	Manager	1	1 All in one	1 scanner	1	Available
8	Physi. Edu	1 Laptop	1 laser			Available
9	BT Lab	1				Available
10	HoD Chemistry	1+1 Netbook	1 Laser	Nil	Nil	Available
11	HoD English	1+1 Netbook	1 Laser	Nil	Nil	Available
12	HoD Zoology	1+1 Netbook	1 Inkjet	Nil	Nil	Available
13	HoD Commerce	1+1 Netbook	1 Laser	Nil	Nil	Available
14	Staff room	2	1 Laser	Nil	Nil	Available

15	Staff room First floor	1+1 Netbook	1 laser	Nil	Nil	Available
	Ground floor					
15	Staff room First floor	1+1 Netbook	1 laser	Nil	Nil	Available
16	Library& NRC	20 (Network)	2 laser	2 server/2scanner	1 digital	Available
17	AVR	1 Laptop	Nil	Nil	Nil	Available
18	IQAC	2+1 laptop	1 Laser	Nil	Nil	Available
19	Language lab	11	Nil	1 server	Nil	Available
20	Maths Res Centre	2+1 Laptop	1	1 scanner	1	Available
21	Zoology Res Centre	1	1 all in one	1 scanner	1	Available
22	Office	5+1 Laptop	4	1scanner	1 digital	Available
23	Students' Centre	1	Nil	Nil	Nil	Available
24	Counseling room	1	1	Nil	Nil	Available

Smart Class rooms: 6 (1 each in each major Department) in the third year classes
Digital Class rooms: 6 (1 each in each major Department) in the second year classes

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

- The Institution is keen on the deployment of ICT into education that will result in the creation of new possibilities for learners and teachers to engage in new ways of information acquisition and analysis.

- In the Infrastructural Master Plan prepared by the IQAC of the Institution, priority has been given to deploy and upgrade the IT infrastructure and associated facilities in the College.

- The Institution realizes that ICT support will help improve the quality of teaching learning process and the quality of education delivery on equitable basis.

- The strategy of the institution is to transform the College into an *Information and Knowledge-driven ICT Literate Campus* within a short period time.

- The Institution, is therefore, committed to a comprehensive Programme of rapid deployment and utilization of ICT within the College to transform the education system and thereby improve the quality of the society in general and stakeholders in particular

- It is the Institution's desire that through the deployment of ICT in Education, the culture and practice of traditional memory-based learning will be transformed to an education system that stimulates thinking and creativity necessary to meet the challenges of the Century.

- Accordingly a second Computer Lab with 25 computers has been set up in the College. In this lab, facilities are earmarked for the students of Departments other than Computer Science so as to ensure that the IT facilities are available to all students in the campus.

- 12 digital class rooms, 2 each (3rd year and 2nd year classes) in each major Department, have been set up in the College. The Institution is planning to provide digital class room facility to the first year students of all the Departments too.

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

- The Infrastructure Development Committee (in consultation with the IQAC) of the institution is responsible for planning, and monitoring the purchase & maintenance of computers.

- Computer Systems are upgraded on the basis of the recommendations of this committee on a need basis. Institution has a Technical Asst., in the Department of Computer Science to look after the maintenance of computers. For major repairs and replacement of hardware, professionals are employed on a pay-per- job basis.

- When new funds are allocated, the institution purchases computers of higher configuration and also a part of the fund is used for upgrading the older systems.

- A provision is made in the annual budget for updation and maintenance of computers in the institution.

- Whenever there is a paucity of funds in the College, the management of the Institution supports the maintenance and upgradation of computers on an annual basis.

- The computers and accessories are maintained through Annual Maintenance Contracts signed with the firm concerned (M/s. Megatech and M/s Radha Electricals, Kozhikode) and the day-to-day maintenance is done by the Technical Assistant of the Computer Science Department.

- The expertise of the faculty is also put in practice for services. However, major repairs are done on a pay-per-job basis.

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?

- The Institution provides 12/18 digital classrooms of which 6 with smart boards

- Computers with free Internet connectivity in all staff rooms

- Each Department is provided with a Netbook Computer and Digital Camera

- Well equipped Computer Lab for the students and faculty of the Department of Computer Science.

- A second Computer Lab with 25 computers for the students of Departments other than Computer Science so as to ensure that the IT facilities are available to all students in the campus.

- NRC in the Library with INFIBNET facility

- Audiovisual Room with mounted LCD and other facilities

- Promote M-Learning and Blended Learning

- Teachers prepare study materials in e-format and encourage the students to prepare their assignments and present their seminars using ICT facilities

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.

- The learning is made student centric by adopting variations in teaching methods suited to the learning abilities of the students.

- The Institution established ICT facilities for the creation of new possibilities for learners and teachers to engage in new ways of information acquisition and analysis.

- Students are encouraged to utilize ICT facilities to the maximum extent to prepare their assignments and present their seminars.

- Students and teachers are familiar with the NRC facilities and utilize them optimally.

- The Institution promotes 'Blended Learning', i.e. face-to-face classroom methods with computer mediated teaching activities. This creates a more integrated approach for both teachers and students.

- The College promotes M-learning with the use of mobile devices like Laptop Computers, Notebooks, Mobile Phones and Tablets so that learners can learn from various locations. The objective of M-learning is to provide the learner the ability to assimilate learning anywhere and at any time.

- Many teachers prepare study materials in e-format and make them available to the students through Blogs, e-mails or CDs.

- Facility of Language Lab is used by students as *self practicing tools.*

- With efficient support of ICT enabled teaching learning facilities and the system of promotion of independent learning, *the teachers render the role of facilitators.*

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?*

No. The Institution is not availing the National Knowledge Network connectivity.

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?

- In consultation with the Board of Governors, the IQAC prepares Infrastructure Master Plan and place it before the infrastructure development committee for discussion and recommendation for implementation.

- As per the recommendations of the committee, the Institution provides infrastructure facilities on priority basis as envisaged in the Infrastructure Master Plan. This is how the Institution ensures optimal allocation and utilization of the available financial resources.

- Since the major financial source to the Institution is UGC, the Teacher in Charge of the Department of Physical Education is given the additional charge of the Coordinator of UGC projects. He, in consultation with the Manager, Principal and IQAC, prepares proposals to the UGC and co-ordinates the final settlement of allocated funds.

4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?

- The infrastructure development committee in consultation with the IQAC of the institution is responsible for planning, purchase and maintenance of computers.

- Computer Systems are upgraded on the basis of the recommendations of this committee on a need basis.

- Institution has a Technical Staff, in the Department of Computer Science to ensure the maintenance of the computers. For major repairs and replacement of hardware, professionals are employed on a pay-per- job basis. When new funds are allotted, the institution purchases computers of higher configuration and also a part of the fund is used for upgrading the older systems. An amount is set apart in the annual budget for updation and maintenance of computers in the institution.

- Whenever there is a paucity of funds, the College Management supports the maintenance and upgradation of computers on an annual basis.

- The maintenance cost of sophisticated equipment in the Research Centers is met from the contingent grant or from the other permitted heads of the ongoing Major Research Projects.

- Equipment in the other Departments/labs are maintained annually by technicians hired for the purpose.

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

Each Department reports their needs regarding the calibration and other precision measures for the equipment/instruments and the Institution takes necessary measures on priority and urgency basis.

4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?

- The Technical Asst. in the Computer Science is vigilant on the proper functioning of the computers and other related equipment/accessories.

- The computers and accessories are maintained through Annual Maintenance Contracts with the firm concerned (M/s Megatech and M/s Radha Electricals Kozhikode) and the day-to-day maintenance is done by the technician of the Computer Science Department.

- The expertise of the faculty is also put in service. However, major repairs/services are done on a pay-per-job basis.

- Uninterrupted power supply to sophisticated instruments is ensured by installing a number of UPSs in the Institution.

Any other relevant information regarding Infrastructure and Learning Resources which the college would like to include.

Nil

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 College publishes updated Prospectus and College Calendar annually.

The following are the information provided in the College Calendar (Handbook):

- Administrative Hierarchical Structure, College Anthem, College Motto, Vision and Mission, The College Crest, Members of the Board of Governors, Aims and Objectives of the Institution, The History of the College, Rank Holders and Best Outgoing Students of the College, The Team of Teachers with their Qualifications, The Administrative Team, Details of the Teachers Holding Important Academic Positions, Programmes offered in each Department with schemes and syllabi.

- Rules and Regulations on: General Discipline, Attendance and Leave, Transfer Certificate, Caution Deposit, Fee Concession, Admission and General Rules for the Library.

- Various Committees: The College Council, Internal Quality Assurance Cell, Executive Committee, PTA, Grievance Redressal & Counselling, Prevention of Ragging and Campus Violence, Prevention of Harassment of Women, Library Advisory Committee, College Level Monitoring Committee, Research and Consultancy, Infrastructure Development, Monitoring of the College Canteen, Time Table and Class Room Arrangement, Office Automation, Board of Directors of the Co-operative Store

- Community Engagement Programmes, Scholarships and Prizes, Facilities in the College, Important Phone Numbers/e mail Ids, Detailed Calendar for the Academic Year, Time Table Format and College Working Hours

Information regarding the Admission Procedures and an Overall Picture of the Institution are given in *the Prospectus*.

The institution ensures its commitment and accountability by providing updated, transparent and accurate information related to the physical and functional aspects of the institution at the right time.

The information, which the students are expected to know, about the college including Rules and Regulations are given in an organized and systematic way in the Calendar/Prospectus.

- It makes the students aware of the structure and function of the College by providing the information mentioned above.
- It gives a clear picture about the conduct of regular meetings of various committees, conduct of examinations etc well in advance.
- Since the details regarding the Clubs/Organizations/Committees etc. including the contact numbers of the Co-ordinators/Teachers in charge are given in the Calendar, the students can make use of the facilities available in the Institution to the maximum extent.
- The accountability is ensured by setting up a Hierarchical Structure with the Principal at the top followed by HOD, Mentor and Student Representative of the Class for the proper monitoring of the Academic Activities.
- Contact details of the Manager, Principal, Teachers and Administrative Staff are given in the Calendar.

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

The institution provides the following financial assistance to students as Scholarships in addition to the State and Central Government aids.

Annual Scholarships

1. Dr K T Varkey Endowment of Rs. 1000/-
2. Bishop Mar Emmanuel Pothanamuzhy Memorial Prize of Rs.1000/-
3. Archbishop Mar Jacob Thoomkuzhy Scholarship of Rs.1000/-
4. Rev Fr Geroge Kazhikachalil Scholarship of Rs.500/
5. Very Rev Msgr Thomas Moolakunnel Scholarship of Rs.500/
6. Dr James Maruthukunnel Endowment of Rs. 1753/-
7. Rev Msgr Joseph Kaniamattom Endowment of Rs.1000/-
8. Cash Prize of Rs. 500/- instituted by the Management to the student, who secures the highest marks in the B. A. Degree Examination
9. Cash Prize (Rs. 500/-) instituted by the Management to the student, who secures the highest marks in B. Sc. Computer Science   Degree Examination
10. Cash Prize (Rs. 500/-) instituted by the Management to the student, who secures the highest marks in B. Sc. Chemistry Degree Examination
11. Ramanujan Award of Rs. 250/ instituted by the Dept. of Mathematics to the Top Scorer in   B. Sc. Mathematics (Main only)

12. Dr Salim Ali Award of Rs. 300/- instituted by the Department of Zoology to the Top Scorer in B. Sc. Zoology (Main only)
13. Cash Prize of Rs. 250/-instituted by the Department of Computer Science to the Top Scorer in B. Sc. Computer Science (Main only)
14. Cash Prize of Rs. 250/- instituted by the Department of Commerce to the Top Scorer in B. Com. (Main only)
15. *Nirala Puraskar:* Cash Award of Rs 301/- and a book to the Topper in Part II Hindi instituted by the Department of Hindi
16. *Asan Puraskaram*: Cash Award of Rs.301/- and a book to the Topper in Part II Malayalam instituted by the Department of Malayalam
17. Proficiency Prizes of Rs. 250/- each to the Toppers in the I DC and IIDC Examinations of all Major Departments
18. Sri. Thomas Chandy Scholarships of Rs 1000/- each to 10 students, who have financial difficulties as per the evaluation of the Mentors and Heads of Departments.

The above mentioned Institutional scholarships are made available on time and are disbursed to students during the Academic Excellence Day every year.

Other Financial Supports
The Management, Faculty Members, Staff Associations and the Co-operative Store confidentially support the students to meet their financial needs in connection with their studies:

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

The number of students who received financial assistance from various Government Agencies during the academic year 2012-13:*

Name of the Scholarship	Funding Agency	Number of Beneficiaries
Post Metric Scholarship	Central Govt	207
Central Sector Scholarship	Central Govt.	3
Suvarna Jubilee Scholarship	Kerala State Govt.	20
Hindi Scholarship	Kerala State Govt.	1
Muslim Girls (C H Muhammed Koya Scholarship)	Kerala State Govt.	28
Muslim Nadar Scholarship	Kerala State Govt.	1
Higher Education Council Scholarship	Kerala State Govt.	3

* An average of 250 students received financial assistance from various Government agencies during the past four years.

Apart from the scholarships mentioned above, deserving students under three categories (SC/ST, OBC and KPCR - economically weaker forward caste) get scholarships from the Kerala State Government. Please refer evaluative reports of Departments for Programme wise details under each category for the past three years.

5.1.4 What are the specific support services/facilities available for

- *Students from SC/ST, OBC and economically weaker sections*:

Financial: Scholarships, Conveyance Allowance, Stipend, and Hostel Fees
Academic: Remedial Coaching, Bridge Course, Coaching for Entry into Services

- *Students with Physical Disabilities*:

Student with Haemophilia is allowed an additional 60 minutes time and a scribe to assist in the University Examinations.
Visually challenged students are also given additional time and a scribe to assist in the University Examinations.

- *Overseas Students*:

Even though there are no Overseas International Students in the College, one seat is reserved for Students from Lakshadweep.

- *Students to participate in various competitions/National and International*:

Coaching/Training; Escorting by Teacher Co-ordinators and providing Financial Support.

- *Medical Assistance to Students: Health Centre, Health Insurance etc.:*

First Aid Box is available in the Departments and Women's Cell; The College maintains an MoU with the St Joseph's Hospital (run by the College Management) for providing Medical Assistance to the students of the College, when needed.

- *Organizing coaching classes for competitive exams:*

Yes. 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.

- *Skill development (Spoken English, Computer Literacy, etc.,):*

Yes. The Institution offers Add On/Open Courses in Communicative English and Computer Literacy for the students of all Departments.

- *Support for "slow learners":* Yes

Bridge Course, Remedial Coaching, Peer Group Study and Mentoring.

- *Exposures of students to other Institutions of Higher Learning/ Corporate/Business House etc.:*

Yes. Institution makes arrangements for the Study Tour of Students to various Research Institutions/Industries in and outside the State. Apart from this, Teachers of various Departments, who are in charge of various Clubs and Associations, take their students to Institutions of Higher Learning and Places of Academic Importance.

- *Publication of Student Magazines:*

Yes. The Students' Union publishes College Magazines every year. The Student Editor, elected through democratic method and advised by the Staff Editor and the Editorial Board brings out the magazine, which is partially funded by the College Management. In addition to this, some Departments bring out Department Magazines (printed and/or manuscript-magazine) occasionally.

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

The B Com Degree Programme offered in the College has a paper on Entrepreneurship.

An Entrepreneurship Club is also functioning in the college, which conducts Programmes to develop entrepreneurial skills among the students. The Main Objectives of the Club are:

- To create awareness about the need of entrepreneurship in Kerala

- To develop entrepreneurial skill among the students through Lectures and Workshops on Entrepreneurship

- To make arrangements for interactions with successful Entrepreneurs in the State

- To promote students attending Seminar/Workshops on Entrepreneurship organized by various Institutions

- To organize Industry visit to promote Entrepreneurship

Other Programmes offered in the College to promote Entrepreneurial Skills are:

- Certificate Course on Organic Farming offered by the Department of Zoology

- Certificate Course on Herbal Medicine and Primary Healthcare by the Department of Biological Techniques

- Training Programmes on Glass & Fabric Painting and Tailoring by the Women's Cell

- Career Oriented Add-on Courses for developing Entrepreneurial Skills.

Impact:

- Students get exposure to self employment opportunities
- Students get real life business development experiences
- Excess energy of the students is channelized in a productive way
- The students get hands-on training to design projects and to implement them successfully

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

- The policy of the Institution is to promote co- and extra-curricular activities with equal importance to that of curricular activities and accordingly the College organizes various Programmes such as Sports, Games, Quiz Competitions, Debate and Discussions, Cultural activities etc. regularly.

- In order to put the policy into practice in a time bound manner, the college entrusts the responsibility with the Physical Education Director, Teacher-coordinators of the Debate, Quiz, and Fine Arts Clubs respectively. It is the policy of the institution to bring the *Personalities of Eminence* in various fields to inaugurate the Fine Arts/Sports activities in the College.

- Separate Portfolios are allocated to 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 in the campus and ensuring the participation of the students in Intercollegiate Sports & Games Competitions.

- Adequate financial support for the above activities is provided from the *Student Welfare Fund*. An amount of Rs. 5,17,000 has been spent from the *Student Welfare Fund* for sports and fine arts activities during the past two years

- Talented students are encouraged to participate in Amateur Sports and Fine Arts Events, organized by Local Bodies, Clubs, Media etc.

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.

- Study Materials for the preparation of Competitive Examinations are provided under the Scheme, *Coaching for Entry into Services*.
- Departments offer support to students for appearing in PG entrance examinations at Centres of Higher Learning.

Competitive Examinations	Number of Students		
	Coached	Appeared	Qualified
UGC-CSIR-NET	50	Data not available	12
SET	75	Data not available	65
GATE	Nil	04	04
TOEFL	Nil	Nil	Nil
GMAT/MBA	59	Data not available	Data not available
Central/State services	428	Data not available	Data not available
Civil Service	60	Data not available	Data not available

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

- Academic Counseling is given mainly through the Mentoring System which functions effectively in the College

- Every batch of students has a Mentor, who is responsible for looking after the welfare of that batch. Before and after the regular schedule, 1 hr each per day is set apart for counseling, mentoring and academic advice (Pl. refer 2.3.7 for details on Mentoring System).

- There has been a Professional Counselor on campus in addition to the teacher-Counselors to address the psycho social issues of the needy students. The Professional Counselor maintains a record of this.

- Teachers other than Mentors also provide Academic Advice to the students. Before and after the regular schedule one hour each per day is set apart for academic advice.

- The Women's Cell of the College offers counseling to girl students. Regular Awareness Programmes are conducted for the girl students.

- In addition, every Department has an Academic Counselor in the CCSS System to guide the students in selecting suitable Open Courses.

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).

- Yes. 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 provide information on Competitive Examinations.
  - 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.

- CGPC in the Institution has a structured mechanism to cater to the career requirements of students.

- CGPC has a furnished room with Internet connectivity and study materials (Books, CDs, Printed Notes, Model Question Papers etc.).

- CGPC conducts weekly training classes for Competitive Exams like Bank Clerical, Probationary Officers, MAT, PSC Tests etc.

- CGPC conducts Model Tests, Group Discussions and Mock Interviews.

- CGPC explores the possibility of arranging *Institution-Industry interface* and *placement-drives*.

- CGPC arranges Campus Interviews.

- Along with the routine activities, the CGPC pursued the UGC sponsored (Order No.CC-090/2007-11/KLKA020/(UGC-SWRO dated 28 March 2011) Programme to conduct Coaching Classes for students belonging to SC/ST and other Minority Communities of the College and the local community.

Year	Employer	Programme	No. of Students Benefitted
2006-07	Mahindra Tech, Pune	Probationary Officer	Two
2007-08	Vijaya Bank, S. Bathery	Probationary Officer	One
2008-09	Infosys	Computer Technician	One
2009-10	--	--	--
2010-11	Eureka Forbes	Sales Persons	27
2011-12	CMS Group, Bangalore	HR & BPO	5

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 major grievances redressed during the past four years are:

No	Grievances	Solutions
1	Non availability of College Women's Hostel	Apart from the existing ladies' Hostel run by Nuns in the Campus a new Hostel, partially supported by UGC and the Management, has been constructed.
2	Inadequate Toilet Facility for girl students	An additional Toilet with Six Units and a Washbasin has been constructed
3	Demand for free Internet Facility for Students	The existing NRC has been further strengthened with One server and 12 nodes, web camera, scanner, CD writer, and laser printer has been commissioned
4	Demand for ICT-enabled Classrooms	12/18 Classrooms have been made Digital of which six are equipped with Smart Boards
5	Demand for Audio-visual Room	An Audio-visual room with Jefferson Chairs, and Audio & Video Facilities has been commissioned
6	Demand for Visual facility in the Language Lab	Visual facility has been provided
7	Demand for a full time Technician in the Computer Lab	A full time Technician has been appointed on a regular basis against the post created by the Govt of Kerala
8	Inadequate Computer Facilities for students of Departments other than Computer Science	An additional Computer Lab with 40 Computers has been commissioned.
9	Demand for Parking Area exclusively for the students	A Parking Area has been provided near the garden, exclusively for the students
10	Demand for Better Canteen Facility	A fully furnished Canteen with separate and spacious rooms with attached toilet facility for students has been constructed.
11	Demand for a Room for Students' Union	Provided, as a temporary arrangement, in the Guest House until new constructions are over.
12	Non availability of Men's Hostel	Hostel Accommodation has been provided in the Devine Providence Seminary, Kartikulam.
13	Demand for NCC/NSS Rooms	Provided, as a temporary arrangement, in the Guest House unitil new constructions are over.

14	Demand for Pavilion	Gymkhana (Sports Pavilion) with dressing rooms for boys and girls has been commissioned
15	Demand for a Prayer Hall for all religions	Chapel/Prayer Rooms (One in the third floor of the main building which is open for students and staff of all communities and another in the second floor of the canteen building)
16	Demand for Safe Drinking Water Facility	In the college, six Drinking Water Units are made available for the students near the staircases on each floor in the main building. (Each such unit consists of a water purifier fixed on the wall and a steel vessel fixed on metal stands); two in staff rooms and one in the office.
17	Demand for the Service of a Professional Counselor	A Professional Counselor has been appointed on campus in addition to the teacher-Counselors and Mentors to address the psycho-social issues of the needy students.
18	Demand for Recreational Spaces for Students	Recreational Room with Facilities to play Table Tennis, Caroms, Chess and Judo are provided with.
19	To solve the Transportation Needs of the Students	Both the State Transport and Private Bus Operators have been contacted. The problems have been rectified to a certain extent.

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

The College has a Committee for the Prevention of Harassment of Women. The College has constituted this Committee as per the Kannur University Order No. P1. D-A2/RS-2000 dated 13-6-2001.

No instances of sexual harassment have been reported during the last five years.

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?

Yes. An Anti-ragging Committee comprising of representatives from the students and faculty as its members has been functioning in the College to look after the ragging related issues. No issues of ragging have been reported so far.

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

Welfare schemes	Students benefitted
Subsidized Canteen Facility	All Students
Book Bank	All the Financially Challenged Students
Institutional Scholarships (19 per year)	19 Students with Outstanding Performance
Govt Sponsored Scholarships	- Conveyance Allowance (UGC): 51 - Stipend for Minority, Handicapped. Economically Deprived SC/ST/OBC (UGC): 90 - Post Matric Scholarship (Kerala State Govt): 420 - Muslim Girls' (Kerala State Govt) : 10 - State Merit Scholarship (Central Govt): 7 - Suvarna Jubilee Scholarship (Central Govt): 5 - Higher Education Council Scholarship: 3
Career Counseling and Guidance	All Students in the Final Semester; All SC, ST and Minority Students in the College
Student support and Counseling (There has been a Professional Counselor on campus in addition to the teacher-Counselors to address the psycho social issues of the Needy Students).	All Needy Students

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?

The Institution has an Alumni Association
List of the current office bearers of the Alumni Association

Dr Vinod K Jose (President)
Mr George Baby (Secretary)

(a) List its activities during the last five years.

- The Association organizes Annual Alumni Meet on 26th December
- The Alumni Association maintains a Blood Group Register
- Experience sharing and proper Career Guidance to the ongoing students
- Alumni, who occupy prominent positions in society are invited to the Institution and the Association arranges Department-vise Student Interaction.
- The Alumni provides all kinds of support to the outgoing students in setting their career targets and future academic plans. This include Telephonic Career Counseling, Career selection etc
- Financial Assistance to poor students from the well settled Alumni
- Financial Support to Alumni for Medical purposes
- Utilizes the possibilities of Social Network Sites to maintain the strength of Alumni

(b) Give details of the, top ten alumni occupying prominent positions.

Name of Alumni	Course studied	Current position
Dr Sarath Sasi	BSc Maths	PhD from the Mississippi State University, USA; Research Associate, Chec Republic
Major Joshy Joseph	BSc Maths	Major in the Indian Army
Dr Vinod K Jose	BA Functional English	PhD from JNU, New Delhi; Executive Editor, CARAVAN, New Delhi.
Mr Ramachandran S	BA Functional English	Asst Professor of English, St Mary's College, S Bathery
Ms Shameema Rahman	BA Functional English	Executive Administrator, Google, Hyderabad
Dr Jayaram Vijayakrishnan	BSc Zoology	Research Associate, Cancer Institute, London University
Dr Selven S	BSc Zoology	Assistant Professor of Zoology, Mar Athanasius College, Kothamangalam
Dr Aneesh E M	BSc Zoology	Assistant Professor of Zoology, St. Joseph's College, Irinjalakkuda
Mr Sandeep Thomas	B Com	Senior Reporter, Manorama News Channel, Thiruvananthapuram
Mr Sajeesh Philip	B Sc Computer Science	Sr Software Engineer Honeywell, Bangalore
Ms Jisna Jose	B Sc Computer Science	Software Engineer Tech Mahindra, Bangalore

(c) ***Give details of the contribution of alumni to the growth and development of the institution.***

- Each Department maintains a healthy relationship with its alumni.
- The institution entertains frequent visits by the alumni.
- Resourceful alumni are encouraged to share their valuable experience with the academic community so that the current trends are made known to both the students and teachers.
- Ongoing students are able to make use of from such exposure in setting their priority in their academic/career prospects.
- Feedback from the alumni is better utilized in the planning and designing of curricula.
- Their experience and exposure are being tapped in modifying both the Infrastructure and Academic Master Plan.

5.2   Student Progression

5.2.1   *Providing the percentage of students progressing to higher education or employment (for the last four batches), highlight the trends observed.*

More than 95% of UG students and 100% of PG students progress to higher studies or employment. The Alumni association helps in keeping track of the higher study plans of the students. On an average, about 20% of the students in the PG Class enroll for PhD Programme. Given the current scenario, which is one of the new interfaces between various disciplines, there are ample chances for higher studies and placement options.

Data for Students Progression to Higher Studies and Employment for the last two years:

Course	Higher Studies %		Employment %		Total %	
	2011	2012	2011	2012	2011	2012
B A English	80	76	20	24	100	100
B Sc Mathematics	97	95	3	2	100	97
B Sc Zoology	64	60	4	10	68	70
B Sc Computer Science	79	85	5	14	84	99
B. Com	53	85	5	14	58	99
B Sc Chemistry	79	85	5	14	84	99
M.Sc. Mathematics	20	24	80	76	100	100

Trend: Majority of the students pursue their studies after the completion of their graduate Programmes in various disciplines.

5.2.2 *Provide details of the Programme wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)? Furnish Programme-wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city/district.*

Subject	Pass Percentage				Completion Rate			
	2008-09	09-10	10-11	11-12	2008-09	09-10	10-11	11-12
BA English	100	97	100	89	96.4	100	78	82
BSc Computer Science	82	95	81	62	100	87	96	100
BSc Maths	100	100	100	100	96.4	100	78	82
BCom	74	50	100	85	92	86	94	100
BSc Chemistry	91	87	67	91	91.3	100	100	95.7
BSc Zoology	95	96	82	83	90.6	81.3	84.4	71.9

Consolidated Programme-wise Pass Percentage and Completion Rates for the Past Four Years
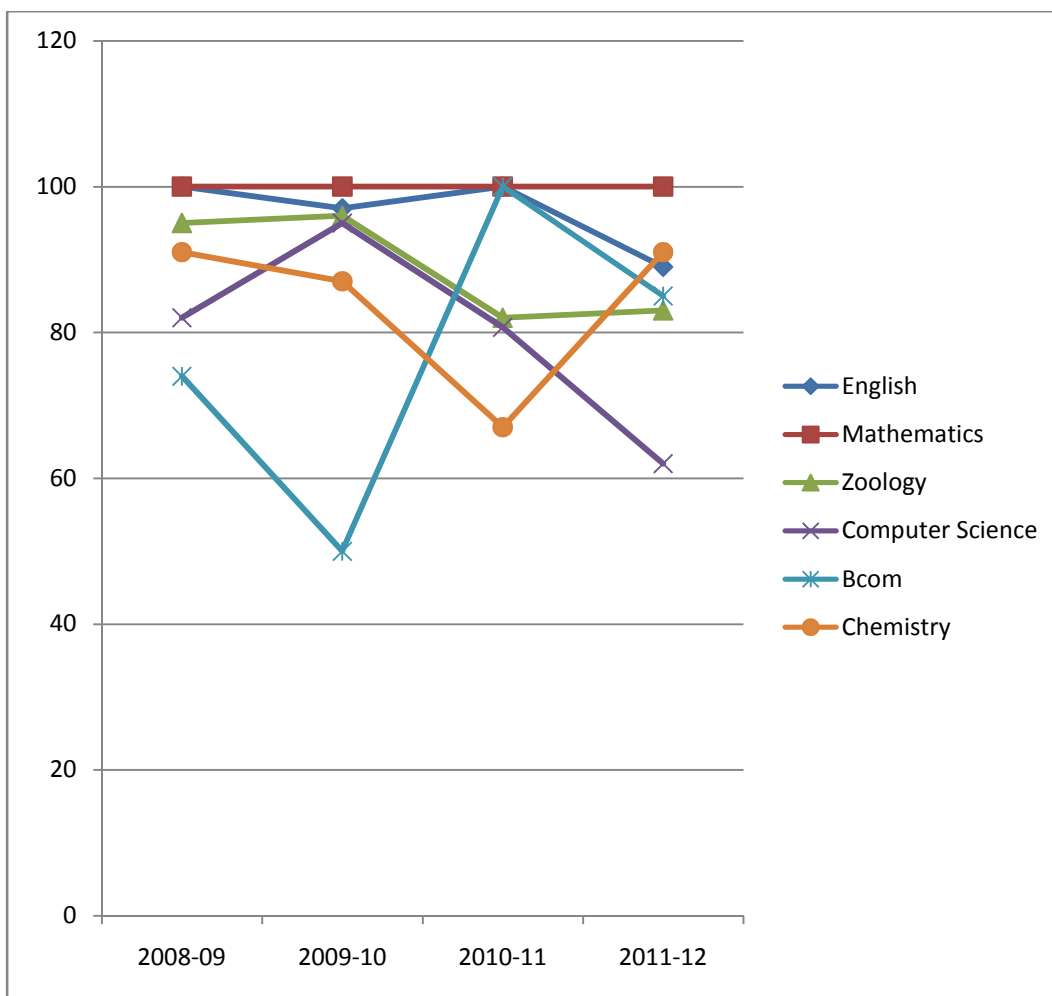
Pass Percentage of Degree Programmes for the past four years at a Glance:

5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment?

Student Progression to higher level of education and/or employment is facilitated mainly by *the Career Guidance and Placement Cell (CGPC) and Mentoring System*. (Please refer 5.1.9 for the details of the CGPC and 2.3.7 for the Mentoring system.

5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?

- The drop-out rate is generally low (>5% including students who leave the college to join professional courses).

- Apart from discontinuing the course for joining professional courses, some girl students particularly from the Muslim community, who get married during their study period discontinue their studies.

- To bring down the number of such dropouts, parents and/or husbands are advised against discontinuing the studies.

- Dropped Out students are given re-admission against vacant seats, to complete their course following the University Rules and Regulations.

- The Department-vise Dropout Rates are given in the Departmental Inputs.

- Institution provides Remedial Courses for academically weak students

- The College Management and Staff provide financial support to financially challenged students.

The institution provides the following schemes to minimize the Dropout Rate.

1. Scholarships instituted by the College, which is published in the College Calendar
2. Financial assistance for the economically weak students by the Management and the Staff.
3. Remedial Courses for Academically weak students
4. Opportunities in Curricular and Extra-curricular Activities
5. Student Counseling Centre
6. Career Guidance and Placement Cell
7. Book Banking Facility for the Financially Challenged Students

5.3   Student Participation and Activities

5.3.1 List the range of sports, games, cultural and other extra-curricular activities available to students. Provide details of participation and Programme calendar.

It is the policy of the Institution to promote co- and extra-curricular activities of students to ensure their overall development.

The following are the range of Sports/Games, Fine Arts and other activities available to the students in the College:
1. Athletics:
   a. Track Events: Sprints and Relays
   b. Field Events: Jumps and Throws

   c. Combined Events: Pentathlon and Decathlon
2. Games:
   - Football, Basketball, Cricket (Men & Women), Shuttle Badminton, Table Tennis, Weight Lifting and Archery
3. Fine Arts/Cultural Activities:
   - Music: Classical Vocal, Instrumental etc.
   - Dance: Folk, Classical, Western
   - Drama
   - Film: Short Film Making, Script Writing
   - Drawing & Painting, Clay Modeling, Cartoon etc.
   - Web Designing, Photography etc
   - Literary activities (Malayalam, English, Hindi, Tamil, Kannada, Arabic and Urdu)
   - Quiz and Debate
4. Extra-curricular Activities
   - Forums, Clubs and Associations: NCC, NSS, YRC, Bhoomitrasena, Tourism Club, Save Green Club, Music Club, Film Club, Quiz Debate Club etc.

5.3.2 ***Furnish the details of major student achievements in co-curricular, extra-curricular and cultural activities at different levels: University / State / Zonal / National / International, etc. for the previous four years.***
Achievements of students at the Inter-Collegiate / Inter-University/ Inter-State/ National Levels in Fine Arts and other Extra-curricular Activities:

2008-2009

1. Shamsir P.K. (I BCOM) won the I Prize with A Grade in *Arabic Elocution.*
2. Shyam Shankar (II DC Chemistry) won I Prize with A Grade in *Mridangam.*
3. Neethulakshmi (II Yr English) won I Prize with A Grade in *Script Writing in English.*
4. Drisya R. (II Yr English) won the I place in *Script Writing in Hindi.*
5. Vysak of II Yr Comp. Sc. Won the II Prize with A Grade in *Guitar.*
6. Priyanka of IIYr Zoology won the III Prize with A Grade in *Kavyakeli.*
7. Dhanya K.G of IYr Maths won the III Prize with A Grade in *Aksharaslokam.*
8. Sr Sinju Daniel and Abhilash Baby of I Yr English won the I & II Prize in the Dr P.K. Kalan Memorial Inter Collegiate Essay competitions held by the Solidarity Library Mananthavady in mid February.

Sports:
University/District Level:

- The Basket Ball Team was the Runner Up at the District League played at St. Mary's H.S. Mullankolly. 8 – 10 October.
- Our College represented at the Wayanad District Amateur Athletic Championship at Govt. VHSE, Mananthavady from 10-12 October.
- The Women Cricket Team represented the Wayanad Dt and played the State
- Championship at the Kozhikode Medical College on 30 October.
- The Badminton (Men) Team played in the School of Physical Education at the
  Kannur University Campus from 16-18 October.
- Our Cricket (Men) Team played the Inter zone at the School of Physical Education at Mangatuparamba from 29-31 October.
- Nidhiya T.A. III Y English was selected to the Kannur Univ. Table Tennis Team at the K.S. Training College, Thaliparamba on 15 January.
- The Women Archery Team won the Second Place and Jayadevi P.K. was selected to the Kannur Univ. Archery Team.
- Women Cricket Team made commendable performance at the Kannur University Cricket Championship on our Grounds from 20 – 23 Januray and the following students are selected to the Kannur Univ. Cricket Team: Elsa Treasa Jose, Jini N.P. and Shaki Varghese while six of our women got selected to the Wayanad Dt Team.
- Saadique Ali of II Yr Zoology created new Meet Record in Javelin throw.

2009-2010
Inter-collegiate/ District Level:

- Aldy George, Shinoob T.M. and Sibi Joseph won the third Place in Kannur University Inter Collegiate Wrestling Championship
- Askar Ali won the First Place in Discuss Throw, the Second Place in Shotput, and in Relay, the District Level Amateur Athletic Meet
- Jithin M.K. won the Second Place in 5000 Mtrs Race, the District Level Amateur Athletic Meet
- The College Team won the II Place in 4 x 400 Relay, and in 4 x100 Relay, and the Third Place in 800 Mtrs Race, the District Level Amateur Athletic Meet
- Sadique Ali won the Gold in Javaline Throw and held the Record in the University.

Inter University Level

- Anish T.K. won the Gold with Record in the 1500 Mtrs Race and Gold in the 800 Mtrs Race. He also won II Place in Cross Country and represented the Kannur University in the Inter University Cross Country Championship. Anish won the I Place in the 3000 Mtrs' Steeple Chase and represented the University.
- Nelson V.O. won I Place in Table Tennis and represented the Kannur University in the Inter Univ. Championship at Hyderabad.

State Level

- Jini N.P. represented the Wayanad District in the State Women Cricket Championship.

2009-2010

Inter-collegiate/ District Level:

- Soumya Thomas, Best Actress
- Neethulakshmi R K, First with A Grade in English Script Writing for Feature Film
- Drisya R, First with A Grade in Hindi Script Writing for Feature Film
- Drisya R, First with A Grade in Hindi script Writing for Documentary
- Sravan Krishna, First with A Grade in Essay Writing in Malayalam
- Vysak V J**,** Second with A Grade in Guitar
- Dhanya K G, Second with A Grade in Kavyakeli
- Shyam Shankar E P**,** Third with A Grade in Mrudangam
- Midhun Pradeep, A Grade in Pencil Drawing
- Manjusha K A, Grade in Recitation in Malayalam
- Anudhara Jeotsna, A Grade in Recitation in Sanskrit
- Nidhin Johny, A Grade in Mimicry
- Sachin Thankachan, A Grade in Mono Act
- Dhanya K G, A Grade in Aksharaslokam
- Shaseer, A Grade in Elocution in Arabic
- Jinil Paul, B Grade in Computer Designing
- College team won III with A Grade in Duff Mutt
- College team won B Grade in Drama in Malayalam
- College won B Grade in Oppana
- Karthika V K Jimsha, Mebna Joseph, Abilash Baby Praseeda, A K Mariya James, Dhanya C K, Thushara R, Sachin Thankachan and Prajisha Preman, selected to the Academic Cell of the Pazhassi Smaraka Grandhasala, Mananthavady
- Neethulakshmi and Drisya, the *Ezhuthupura,* Workshop on Script

Writing on the Nila Nadhi at Kuttippuram

- Anjana, Arunraj, Dhanya, Jinil, and Prajitha, selected by the Deputy Collector for Internship in Project Preparation on 03 December.
- Sr Sinju Daniel, II Prize in Essay Writing organized by the Gandhi Darsan Vedi.
- Anish T K, Young Achievers' Award 2009 in Wayanad.
- Resly Francis, III Prize in *Recitation* at the WMO College, Muttil, 08 December.
- Shinoob T M and Anilitty S, III Prize in the *Malabar Manager Contest* at the Pazhassi Raja College, Pulpally, 12 December.

Inter University Level

Geofry and Alvin I prize in the *All Kerala Inter Collegiate Quiz* Competition organized by the Commerce Dept of St. Joseph's College, Devagiri on 3 November.

2010-2011
Inter-collegiate/ District Level:

- Nelson V O: I place (Individual Championship) in Inter Collegiate in Table Tennis Tournament

- Midhuna Jose, Joicy Varkey, Teenu Augustine, Soorya C Babu, Baby Chaithanya, Neethu Mohan, Vandana A V, Shalu Joy, Josmy Joseph, Nithya V, Bibina K V, Neenu George, Deniya Philip Gracy and Stephy Peter, III Place in Inter Collegiate, Cricket.

- Ramesh K R, Ist Place –Iruthikal in Inter Collegiate, Kalaripayattu
- Ramesh K R, Third Place –Nerkal & Maypayattu
- Nizar C K, Aldy George, III Place in Inter Collegiate, in Wrestling

Inter University Level
- Nelson V O, University Team Member in Table Tennis
- Midhuna Jose, Joicy Varkey, Teenu Augustine, Soorya C Babu, University Team Member in Cricket

2010-2011
Inter-collegiate/ District Level:
- Anjali KS, III in Short Story (Mal)
- Anudhara, I with A Grade in Short Story (H)
- Dhanya KG , II with A Grade in Kavyakeli
- Sravan Krishna, II with A Grade in Poetry
- Panchamy, III with A Grade in Akshara Slokam

- Alna Mariya Isac, III with A Grade in Elocution (E)
- **Shamseer PK** , III with A Grade in Elocution and III with A Grade in Essay Writing (Arabic)
- **Dilsha K. Das**, A Grade in Essay Writing (E)
- **Nikhila**, A Grade in Folk Dance
- Renjith KV, III with A Grade in Light Music
- The College team won II with A Grade in Oppana
- The College team won A Grade in Group Song

The other Achievements of Our Students

- Shibin Sebastian, awarded 5th Degree Black Belt by the Japan karatedo.
- Neethulakshmi R, won the III Rank in the Kannur University Exams A/May 2010.
- Jithin George and Shelly Jose: Represented the College in the State Convention of the All India Catholic University Federation at the S.H. College, Thevara.
- Nine of our students: Attended the 80-hr UG raining on Mathematics, sponsored by Department of Science and Technology, New Delhi, at the Centre for Mathematical Sciences, Pala from 21 – 30 Aug. 2010.
- Five of our students: Got selected as Volunteers to the Project Para Legal Awareness to promote Legal Awareness to Target Groups.
- Five students attended the Altius Camp at Trichur organized by the World Malayalee Council.
- 13 students attended the Theatre Workshop organized by the National School of Drama, New Delshi in association with the Pazhassi Smaraka Grandhalaya.
- A Theatrical representation of the *Balyakalasakhi* of Vaikam Muhammed Basheer both in the College Auditorium and in the Panchayat Community Hall.'
- Gokul M.A., Noble Eldo and Haseefa C. Won II in the Quiz Contest on Highway Awareness by the Jana Maitri Police.
- 18 of our students were selected for the Studio performance at Yuvavani by the All India Radio, Kozhikodu.

2011-12

Inter-collegiate/ District Level:

- Nelson III BA, Muhammed II BCom, Aneesh III BCom, Jijo Prasad I BCom & Gafoor, II BA: Kannur University Champions in Table Tennis
- Nelson III BA bagged the Individual Championship in Table Tennis
- Arunnath CP of I Yr Zoology won the All Wayanad Amateur

Boxing Championship of 65-71 KG Category
- Akhil and Bineesh of III B Com won the II and III Places in the Kannur Univ. Wrestling Championship
- The College Team won the All Wayanad Basket Ball Championship 2011
- Mohammed Jishad I B Com. Badminton (Men):
- Shafeer E P III B Com qualified to participate in the Inter Zone Tournament
- Akhil Joseph won the II Place in Wrestling
- Bineesh Baby won the III Place in Wrestling
- Ramesh K R II Com Science. Won the II Place in Veethukal, Nerkal & Maypayattu of Kalaripayattu.

Inter University Level

- Shibin Sebastian of III BCom represented the Kannur University in the South Zone and All India Chess Championships @ VIT Velloor
- Nelson VO III BA and Jijo Prasad I BCom represented the Kannur Univ. in the Inter Univ. Table Tennis Tournament @ Coimbatore.
- Sebin Sebastian III BCom is selected to the Kannur Univ. Chess Team
- Nelson V O and Jijo Prasad John I B Com selected to the Kannur University Table Tennis Team for the year 2011-12, and Participated in the South West Zone Inter University Championship held at Amritha University, Coimbatore 10 - 12 August.

5.3.3 *How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?*

The Feedback is collected through interactions and used by the Management, Principal and Staff for improving the facilities and other amenities in the institution. The institution interacts with the Alumni Association to ensure their co-operation in the growth and development of the Institution. Formal Computerized Feedback on departments and Institution are taken from final year UG and PG students. The Feedbacks are discussed and analyzed in the College Council and suggestions are made for the better academic growth of the institution.

The Feedback obtained from alumni and other stake holders are subjected for serious discussions at various levels in the Institution, and the fruits of the discussions are intimated to the policy makers in the Institution. Accordingly

necessary modifications are being made in the *Academic and Infrastructure Master Plan* of the College.

5.3.4   How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the publications/ materials brought out by the students during the previous four academic sessions.

- Students take initiative in publishing department-wise Manuscript Magazines, subject-specific Scrap Magazines, e-Magazines, e-Album etc. with the advice and support of the faculty.

- The College Union publishes printed Annual College Magazine regularly.

- Magazines of our college are quite often short listed for their quality by various agencies. The magazine 2009-2010, "Pottu" won the Best Magazine Award in the State Level competition organized by *Bank Men's Club*, Kozhikode.

- The students of the Department of Journalism publish *Lantern,* the annual news paper.

- The layout and design of the College *News-Letter – TIDINGS* is done by the students of the Department of Computer Science.

- The News Letter of the Mathematics Research Centre *MRC-News* is brought out by the research scholars with the support of faculty members.

- Students of all the Departments maintain Wall Magazines/Display Boards.

- Students are encouraged to make short films on relevant topics.

5.3.5   Does the college have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.

Yes. The College has a democratically elected College Students' Union, strictly following the Lyngdoh Commission Recommendations as per the directions of the Honourable Supreme Court of India.

- In the Parliamentary Mode of Election a Male and Female Representative (Class Reps) each are elected from every class. They in turn elect the College Students' Union Members. This Mode of Election has ensured a violence-free, party-politics-free and strike-free campus.

- The College Union comprises of the Chairman, University Union Councilor, General Secretary, 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. In the above seats 50% candidates are Women Students.

- Two seats, the Vice Chairperson and the Joint Secretary are reserved for girl students.

- One Faculty Member is entrusted to advise the Students' Union. The Director of the Physical Education , Fine Arts Coordinator and Staff Editor help to coordinate Sports and Games, Fine Arts Activities and bringing out the College Magazine.

- Since the Special Fees collected for the purposes are inadequate, the Student Welfare Fund raised at the time of admission provides additional fund for sports, fine arts and other activities of the Union on need basis.

5.3.6   Give details of various academic and administrative bodies that have student representatives on them.

Student Representatives are Members of the following Academic and Administrative Bodies.

- Board of Governors, the highest Policy/ Decision Making Body, of the College.
- IQAC, the Quality Enhancement and Sustenance Cell of the College
- Grievance Redressal Cell
- Library Committee
- Committee for Prevention of Harassment of Women
- Women's Cell
- Ethics Committee
- Co-operative Society
- Committee for Prevention of Ragging and Campus violence
- Anti-ragging Squad

5.3.7   How does the institution network and collaborate with the Alumni and former   faculty of the Institution.

Alumni Association through various social networks like Facebook and Orkut keep in contact with its members.

Any other relevant information regarding Student Support and Progression which the college would like to include: Nil

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.?

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

Mission: To make knowledge available to the students through quality education irrespective of their religion, caste or sex, but keeping in view the educational needs of the Christian Community as well, thus to be an active agent contributing to the socio-economic and cultural transformation of Wayanad

The Vision and Mission of the College is in tune with the educational policy of the country as we impart to make knowledge available to the students through quality education irrespective of their religion, caste or sex, so that human resources be developed and utilized for the service of the country. The **motto** *Education for Total Liberation* encapsulates the institution's Vision and articulates its commitment to the cause of justice, love, truth and peace.

The Vision statement is translated into activities through concerted effort of the IQAC with the cooperation of all the stakeholders. The IQAC has become an integral part of the institution's system which helps realizing the goals of quality enhancement, sustenance and academic excellence in the post-accreditation period. The Management and the Principal act as guides and leaders in translating the Vision and Mission into action. The curriculum promotes self-confidence, hard work, national feeling, discipline and leadership.

The institution provides enrichment Programmes to high achievers, and special care to promising students. It offers counseling facilities as well as career guidance and placement. The different Clubs and Forums facilitate the overall growth and development of the student. They provide opportunities and Programmes for promoting national integration and inter-religious understanding among the staff, students and the community around.

This institution is bound to follow the Curriculum designed by the Kannur University to which it is affiliated. Yet, it maintains its own distinctive culture and

academic ambience on the campus. For this reason, the institution has been able to produce academicians, professionals and integrated personalities. In the short period of 17 years since its establishment, the College has served the society through its enduring devotion in setting a high standard of education.

6.1.2 What is the role of Top Management, Principal and Faculty in design and implementation of its quality policy and plans?

- 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 place 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 Major, Complementary, Second Languages and Physical Education Departments as members. The College Council comprises of the Principal, Heads of all Major Departments & Physical Education Department, Representative-teachers of the Complementary Subjects and Second Languages as its members.

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

6.1.3 What is the involvement of the leadership in ensuring:

➢ *The policy statements and action plans for fulfillment of the stated mission:*

Mission	Policy	Action Plan
▪ Make knowledge available to the students through quality education irrespective of their religion, caste or sex, but keeping in view the educational needs of the Christian	▪ Appoint quality teachers ▪ Provide ICT enabled infrastructure facilities ▪ Ensure transparency in admission processes ▪ Follow the reservation policy of the State Govt. ▪ Ensure the admission of Christian students by following the minority	The College has carefully designed the Academic and Infrastructural Master Plan so as to execute the Vision Plan as stated in the Mission of the College The College, through discussions at various

Community as well	educational institution's right to set apart 10% seats as Community Merit Quota	levels, implements/ executes the Master Plan on priority basis. The Admission Committee looks after the admission process as per the directions given by the Govt. and the affiliating University
• The College should act as an active agent contributing to the socio-economic and cultural transformation of Wayanad	• Promote every activity of the Institution targeting the socio-economic development of Wayanad • Ensure the participation of students in socio-cultural activities • Promote student involvement in social and environmental issues • Promote communal harmony among the students • Make the students aware of the significance of religious festivals and inter-religious gatherings that promote universal brotherhood	The College carefully designs and monitors academic, co-curricular and extra-curricular action plans so as to achieve the goal. Promoting NSS and NCC activities along with the activities of various Clubs and Associations Encouraging student-projects on social and environmental issues at Departmental level Holding inter-religious prayer meet on the academic excellence day and celebrating religious festivals

➢ *formulation of action plans for all operations and incorporation of the same into the institutional strategic plan*

▪ The College has a time tested and efficient organizational structure to plan, design and implement the policies of the Institution.
▪ In consultation with the Board of Governors, the IQAC prepares Infrastructure Master Plan & Academic Master Plan and place them before the respective committees (Infrastructure Development Committee and College Council) for discussion and recommendation for implementation.
▪ The Academic and Administrative hierarchical systems function as well oiled machines to implement the decisions made at different levels. The

Institution has formed different statutory and non statutory committees to look after specific areas.

- Feedback Mechanism at various levels helps improving/modifying the future academic policies.
- IQAC in the College functions as a nodal agency to ensure the formulation of action plans for all operations and incorporation of the same into the institutional strategic plan

➢ *Interaction with stakeholders*

The leadership of the Institution ensures the interaction with the various stakeholders (Students, Faculty, Administrative Staff, Parents, Alumni, the University, and the Government)

Stakeholders	Interaction Strategies
Students	- Since the Institution follows student centered teaching-learning system, every activity targets the development of the students - The Mentoring System and the Feedback Mechanism ensure effective interaction - Representation of Students is ensured in the policy making bodies of the Institution
Faculty	Teacher Representation is ensured in decision-making bodies in the College, right from the Board of Governors, College Council, IQAC, PTA, to the Department Council. Teachers are the Co-ordinators of various Forums, Clubs and Associations.
Administrative Staff	Representation of the Administrative Staff is ensured to make interaction more productive in the decision-making bodies of the College
Parents	Representation of Parents is ensured in the Board of Governors, IQAC and PTA so that the interaction with them can be made more fruitful.
Alumni	The Management of the Institution interacts with the Alumni during Alumni Association meetings, and their opinion is taken for policy making during the meetings of Board of Governors, and IQAC, where they have representative members.
Society	The PTA of the College is a cross section of the Society. Regular meetings of the PTA ensure frequent interaction with the parents.

	▪ The Institution provides its infrastructure facilities open for organizing celebrations, meetings, competitions etc. of the local Clubs/ Schools/Parishes etc. ▪ The Institution ensures the support of the neighbouring community during the camps organized by the Clubs/Associations of the College, especially Annual Residential Camps of NSS.
University	The Management promotes the following: ▪ Representation of faculty as members in the Syndicate, Senate, Academic Council, Research Council, PG and UG Boards of Studies ▪ Participation in Curriculum Design, Syllabus Revision and in the Evaluation Processes of University examinations
Government	▪ Institution follows Government Norms in the entire functioning of the College

➢ *Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders*

	Support for Policy and Planning
Need Analysis	▪ Feedback collected from various stakeholders put an insight in setting the priority in academic and infrastructural development of the College.
Research Inputs	▪ Research Inputs made by the Academic and Administrative Bodies like the Higher Education Council, UGC, etc. are taken as Secondary Data and are used for policy making. ▪ Surveys on various aspects made by the students and faculty are also incorporated into Planning and Policy Making
Consultation with the Stakeholders	▪ Formal and Informal Consultation with the Stakeholders helps in priority-setting while planning the activities of the Institution. ▪ Feedback Mechanism is also utilized for this

➢ *Reinforcing the culture of excellence*

▪ The leadership of the Institution never makes any compromise on recruiting quality-teachers and admitting deserving students.

▪ The institute has a policy of *Recognition and Reward* for people who have contributed to the development of the Institution.

- Well maintained Infrastructure with ICT Facilities reinforce the sustenance of quality in the teaching-learning process.

- Operational Autonomy, Academic Democracy and Decentralized Governance System promote *quality culture* in every activity on the campus.

- IQAC is entrusted to look after and ensure *quality culture.*

➤ *Champion organizational change*

- Feedback from stakeholders, need analysis, results of surveys, academic advice from visiting Resource Persons, exposure of faculty, etc. help in setting the priorities and in revamping the policy and planning of the Institution.
- IQAC in the College plays a vital role in assuring quality in every activity of the College.

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?

- Procedure for Monitoring*:*

  - Academic activities at the class level are monitored by the Mentors and/or the teachers concerned and at the Department level by the Department Council and at the College level by the College Council.
  - Implementation/Execution of the Infrastructure Master Plan is monitored by the Infrastructure Development Committee.
  - IQAC plays a pivotal role in monitoring the entire activities of the Institution.

- Procedure for evaluation:
  - At the end of every academic year the Principal and the teaching faculty meet for an evaluation of the academic activities of the year.

  - Schedules for teaching, conduct of examinations, conduct of seminars, workshops and other curricular & co-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 Programmes for the next year.

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

- The policy of the Institution provides operational autonomy, academic democracy, and decentralized governance system in order to promote *quality culture* at every level.

- The Institution has a structured hierarchical system to ensure designing and implementation of academic and administrative policies.

- In consultation with the Board of Governors, the IQAC prepares academic and infrastructure Master Plans and place them before the respective committees - Infrastructure Development Committee (IDC) and College Council (CC) - for discussion and recommendation for implementation

- The Principal, being the highest administrative personnel in the Institution, is held responsible for the effective execution of academic and administrative policies & plans of the Government, University and the Management. Through the decentralized system, the Principal coordinates and looks after the effective functioning of the College

- Heads of the Department are empowered to take decisions on academic matters at Department level

- Mentors are entrusted to look after the welfare of one batch of students each, and they serve as bridge between the HODs and the students of that particular batch.

- With an objective of achieving the overall development of students through co-curricular activities, the Institution constituted a number of Forums/Clubs/Associations under the leadership of faculty members.

6.1.6 How does the College groom leadership at various levels?

Decentralization of academic administration is the policy of the College. It grooms leadership at various levels.

- **At the Level of the Board of Governors**: Board of Governors is the highest hierarchical body of the Institution. The Management ensures the inclusion of Principal, Deputy Director of the Collegiate Education, Co-ordinator of IQAC, Representatives of Faculty, Local Self Government Bodies and other Stakeholders in the Board.

- **At the Level of the College Manager:** The Management, the Catholic Diocese of Mananthavady, entrusts a Senior Administrator as the College Manager to function as a bridge between the Board of Governors and the Principal.

- **At the Level of the Principal:** Principal is the highest administrative personnel in the College, who reports to the Manager. The Principal is held responsible for the effective execution of academic and administrative policies & plans of the Government, University and the Management. Through the decentralized system, the Principal coordinates and looks after the effective functioning of the College.

- **At the College Council Level:** College Council is the Advisory Body to the Principal in Academic and Administrative matters. It comprises of the Principal as the Chairman, Heads of all Major Departments & the Department of Physical Education, representative faculty from the Complementary Subjects, Second Languages and the Physical Education, Co-ordinator of IQAC, College Librarian and the office bearers of the Teaching Staff Association as members.

- **At the Heads of Department Level:** As a part of the decentralization policy, the responsibility of looking after the academic activities of individual Departments is entrusted to the most senior faculty of each Department. HODs are empowered to take decisions regarding the Academic Plan of the Department.

- **At the Level of Mentors:** Every batch of students has a Mentor who is responsible in looking after the welfare of that batch.

- **At the Level of Individual Faculty:** There are a number of Forums, Clubs and Organizations which functions under the leadership of one or more faculty members (Teacher Co-ordinators).

- **At the Level of Students' Union:** Incorporating the Lyngdoh Commission Recommendation at the behest of the Honourable Supreme Court, to ensure peaceful teaching-learning on the campus, a democratic system of electing Students' Union prevails in the College. 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.

- **At the Level of the Office Superintendent:** Principal is the administrative head of the College and the College office functions under the leadership of the Office Superintendent. He acts as a link between the administrative team and the Principal.

- **At the Level of IQAC:** IQAC is responsible for the development & application of quality benchmarks/parameters for the various academic & administrative activities of the institution, motivation of the academic community in organizing workshops, seminars on quality related themes and documentation of the various Programmes/activities.

- **At the Level of Parent Teacher Association:** Two Parent Representatives (one male and another female) from each class constitute the Representative Council of the PTA. The Executive Committee comprises of one representative each from every Department. The Vice President is elected from the Executive Committee.

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?

- The Governing Body gives the overall directions with regard to the Academic, Administrative and Infrastructure development. Both the Manager and the Principal transmit the directions given by the Governing Body to the academic community, and other stakeholders.

- Principal delegates the powers (with regard to the academic matters and administrative affairs) to the Heads of Departments. HODs are empowered to take decision on academic matters at Department level. The HODs transmit the powers to the Mentors and individual teachers.

- In the College, every activity is coordinated by one or more faculty members.

- IQAC takes a pivotal role in ensuring that the institution delegates authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance.

6.1.8 Does the College promote a culture of participative Management? If 'yes', indicate the levels of participative Management.

- The College has an efficient organizational structure to plan, design and implement the policies of the Institution through Participative Management. The institution realizes that effective implementation of decentralization policy is possible only through participative Management.

- All decision making bodies have representatives from all stakeholder-groups of the Institution.

- The Board of Governors and IQAC comprises of representatives from the Government, Local Self Govt., Management, Faculty, Administrative Staff, and other Stakeholder groups including students.

- IQAC prepares the Master Plan in consultation with the Board of Governors.

- Leadership of faculty members is entrusted in the curricular, co-curricular and extra-curricular activities of the College.

- A democratic system of electing the College Students' Union following the Lyngdoh Commission Recommendation prevails in the College to ensure peaceful teaching-learning on the Campus. 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.

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 Institution has a formally stated Quality Policy prepared by the IQAC in consultation with the Board of Governors. The policy is stated in the Vision Plan of the College.

- The Vision and Mission of the College is in tune with the educational policy of the country as we impart to make knowledge available to the students through quality education irrespective of their religion, caste or sex so that human resources are developed and utilized for the service of the country.

- The Vision Statement is translated into activities through the concerted effort of IQAC with the cooperation of all the stakeholders.

- The IQAC has become an integral part of the institution's system which helps realizing the goals of quality enhancement, sustenance and academic excellence in the post-accreditation period.

- The **Motto** *Education for Total Liberation* encapsulates the institution's Vision and articulates its commitment to the cause of justice, love, truth and peace.

- Here, *education is looked upon not just as a search for knowledge, but as a great mission in which both the teachers and the students participate in the process of developing human resources for the benefit of the society and the nation.*

- The academic and administrative teams act as guides in translating the Vision and Mission of the Institution into action.

- The curriculum promotes self-confidence, hard work, national feeling, discipline and leadership.

- The institution provides enrichment Programmes to high achievers, and special care to promising students. It offers counseling facilities as well as career guidance and placement.

- The different Clubs and Forums facilitate the overall growth and development of the student. They provide opportunities and Programmes for promoting national integration and inter-religious understanding among the staff, students and the community around.

- This institution is bound to follow the Curriculum designed by the Kannur University to which it is affiliated. Yet, it maintains its own distinctive culture and academic ambience with a secular bend on the campus.

- For this reason, the institution has been able to produce academicians, professionals and integrated personalities. In the short period of 17 years since its establishment, the College has served the society through its enduring devotion to academic excellence.

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 Institute has a perspective plan for development. The Academic and Infrastructure Master Plan designed by IQAC in consultation with the Board of Governors considered three major aspects for inclusion - *Academic growth, Infrastructure Development and Promotion of Research & Extension activities*.

- **Academic Growth:**

  - To start new Degree Courses
  - To obtain aided status to the Unaided Degree Programmes
  - To start new PG courses
  - To start as many Certificate/Add on Courses as possible
  - To offer Open Courses
  - To appoint Quality Teachers
  - To increase the number of books in the Central Library and to motivate the Academic Community to treat the library as the most important learning resource
  - To promote ICT enabled teaching-learning processes

- **Infrastructure Development:**

  - To construct new buildings to provide optimum infrastructure facilities to the academic community.
  - To construct additional Computer Lab
  - To provide facilities to promote ICT enabled teaching-learning processes
  - To install Digital/Smart Class Rooms
  - To provide Free Internet Access to everyone on campus
  - To computerize the Central Library
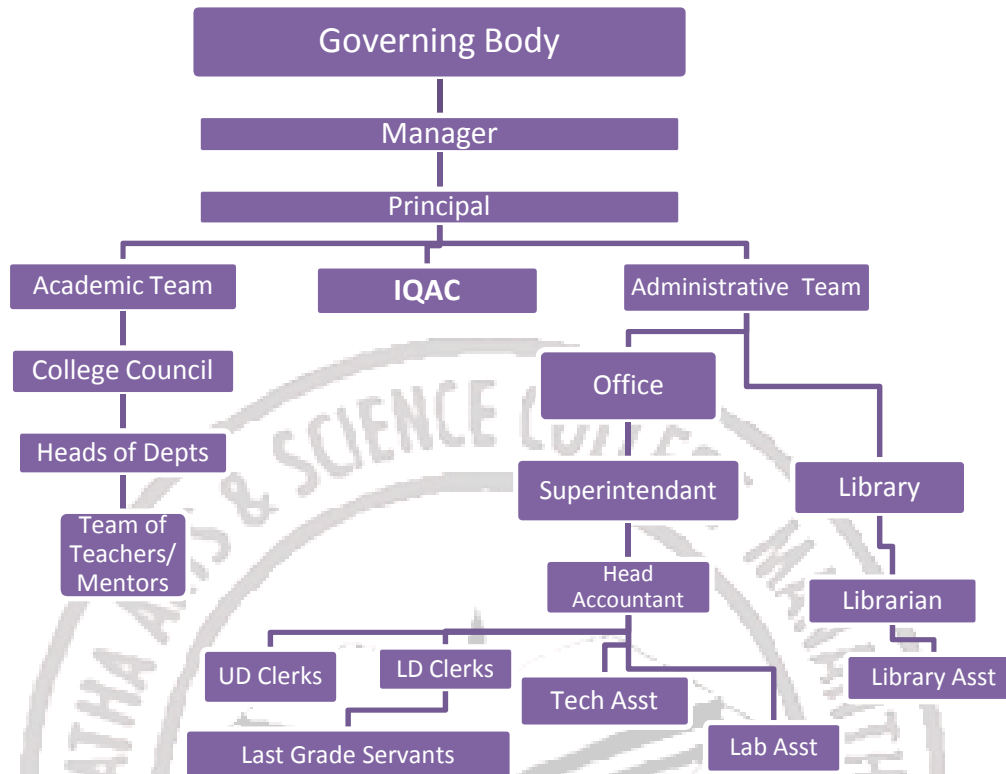
- **Promotion of Research and Consultancy**

  - To provide facilities for research in Science subjects
  - To encourage all Faculty members to obtain Research Degree
  - To motivate Teachers to take up Research Projects
  - To strengthen Infrastructure Facilities through Research Projects

6.2.3 Describe the internal organizational structure and decision making processes.

- The Institution has a structured and efficient hierarchical system to ensure designing and implementation of academic and administrative policies.

- The Governing Body is the highest hierarchical body of the Institution. A senior administrator of the Management is entrusted the responsibility of the Manager of the Institution.

- IQAC prepares Academic and Infrastructure Master Plans after consulting the Governing Body. The plan is placed before the respective committees - Infrastructure Development Committee (IDC) and College Council (CC) - for discussion and recommendation for implementation.

- The Principal, being the highest academic and administrative position in the Institution, is held responsible for the effective execution of academic and administrative policies & plans of the Government, University and the Management. Through the decentralized system, the Principal coordinates and looks after the effective functioning of the College.

- Heads of the Department are empowered to take decisions on academic matters at the Department level.

- Mentors are entrusted to look after the welfare of one batch of students each and they serve as a bridge between the HODs and the students of that particular batch.

- With an objective of achieving the overall development of students through co-curricular activities, the Institution constituted a number of Forums/Clubs/ Associations under the leadership of faculty members.

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                    ┌─────────────────────────┐
                    │     Governing Body      │
                    └─────────────────────────┘
                                 │
                    ┌─────────────────────────┐
                    │        Manager          │
                    └─────────────────────────┘
                                 │
                    ┌─────────────────────────┐
                    │        Principal        │
                    └─────────────────────────┘
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Academic Team	IQAC	Administrative Team

- College Council
- Heads of Depts
- Team of Teachers/Mentors

Office
- Superintendant
  - Head Accountant
    - UD Clerks
    - LD Clerks
    - Last Grade Servants
    - Tech Asst
    - Lab Asst

Library
- Librarian
  - Library Asst

Internal Organizational Structure

6.2.4 *Give a broad description of the quality improvement strategies of the institution for each of the following:*

- **Teaching & Learning**

Specific strategies are formulated at the beginning of the year based on the evaluation made at the end of the previous year:

- Orientation for Freshers
- 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
- Holistic Evaluation of students through regular class tests, end term examinations, assignments, seminars and viva-voce
- Formal and Informal Feedback on student performance to parents
- Experiential Learning through experiments, student projects, field trips, study tours, interaction with the tribal community, visit to national institutes, heritage centers etc.

- Effective Mentoring and Personal Counseling
- Coaching for Minority Students
- Interactive Sessions /Workshops/Discussions with Experts/Academicians/Alumni
- Certificate Courses, Add-on Course and Career-oriented Programmes
- ICT support through the Central Library, NRC, Digital/Smart Classrooms, Audiovisual Hall and Language Lab
- Teaching Plan, Work-done Diary and Academic Calendar

- **Research & Development**

The Institution promotes research and development through the following strategies:

- Constituting Research Advisory Committee to ensure research promotion in the College so as to inculcate a research culture in the Campus.
- Encouraging Faculty to take initiative to establish Research Centers in all Departments
- Motivating Teachers to take up Research Projects, to publish Research Papers and to obtain Research Degrees
- Encouraging Teachers to organize Seminars/Workshops/Conferences etc. in each Department
- Encouraging Teachers to attend Seminars/Workshops/Conferences etc. organized by other institutions.
- Providing supporting Infrastructure Facilities like space with furniture, free and 24X7 Internet facilities, uninterrupted power supply, 24 hours water supply

- **Community Engagement**

The Institution promotes Community Engagement through the following strategies:

- Encourage the faculty and students to involve in extension activities through NSS, NCC and other Associations/Clubs/Forums
- Promote environmental education for students and people of the locality
- Promote extension activities in collaboration with GOs and NGOs
- Encourage educational outreach Programmes
- Promote Educational Services to the SC/ ST students in the neighbouring villages
- Ensure student participation in *awareness drives*

- **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
- Grooming of leadership at different levels.
- 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
- *Recognition and Reward* for people who have contributed to the development of the Institution.
- Providing better infrastructure facilities and academic environment to retain the quality teachers

- **Industry interaction**:

In order to promote Institute-Industry Interface, the College has constituted an Entrepreneurial Club

- The Entrepreneurial Club conducts Programmes to develop entrepreneurial skills among the students. The main objectives of the Club are:

  - To create awareness about the need of entrepreneurship in Kerala
  - To develop entrepreneurial skill among the students through lectures and workshops on entrepreneurship
  - To make arrangements for interactions with successful entrepreneurs in the State
  - To promote students attending Seminar/Workshops on entrepreneurship organized by various institutions
  - To organize industry visit to promote entrepreneurship

- Apart from this, the Institution arranges visits and interactions with industries on a regular basis:

  - Chemistry: Chemical Industries
  - Commerce: Business Establishments/Small Scale Industries
  - Computer Science: Software/Hardware Industries

➢ English: News Papers, Publishing Companies, Audio and Visual Media
➢ Zoology: Sericulture/Aquaculture/Apiculture and other Industries

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?*

- Feedback Mechanism has been found effective in revitalizing the policies of the Institution.
- Feedbacks are collected from various stakeholder groups through formal or informal ways.
- The Institution maintains printed formats to collect feedbacks from the outgoing students every year.
- At the end of every academic year the Principal and the teaching faculty meet for an evaluation of the academic activities of the year. Schedules for teaching, conduct of examinations, conduct of seminars, workshops and other curricular & co-curricular activities of the year are critically evaluated, on the basis of the feedbacks obtained from various stakeholders, and each faculty presents before the community their suggestions for the betterment and plans for major academic Programmes for the next year.

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 Institution has been grooming leadership at various levels, and encourages & supports the involvement of staff in improving the effectiveness of the functioning of the Institution.
- The policy of the Institution provides operational autonomy, academic democracy, and decentralized governance system in order to promote *quality culture* at every level.
- The Institution has a structured hierarchical system to ensure designing and implementation of academic and administrative policies.
- The Principal, being the highest administrative personnel in the Institution, is held responsible for the effective execution of academic and administrative policies & plans of the Government, University and the Management. Through the decentralized system, the Principal coordinates and looks after the effective functioning of the College
- Mentors are entrusted to look after the welfare of one batch of students each, and they serve as bridge between the HODs and the students of that particular batch.

- With an objective of achieving the overall development of students through co-curricular activities, the Institution constituted a number of Forums/Clubs/ Associations under the leadership of faculty members.

6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.

Two meetings of the Governing Body have been convened in the last academic year.

The following are the details on the Resolutions made by the Management Council (Governing Body) and the status of their implementation:

Date	Members Present	Decisions Taken	Status of Implementation
	• H E Rev Dr Jose Porunnedom, Bishop of Mananthavady Diocese and the Patron of the College • Rev. Fr Mathew Madappallikunnel, Manager • Rev. Fr Garvasis Mattom, Procurator • Rev. Fr Thomas Joseph Therakam, PRO, Diocese of Mananthavady • Dr Raju George, Principal • Rev. Fr Biju Thuruthel, Bursar • Dr Sr Germina K A Co-ordinator, IQAC • Rev. Fr Sibichan Chelakkapally, Local Parish	1. To explore the possibilities of procuring financial support from various funding agencies	1. An amount of Rs. 1,97,10,000 (Rupees One Crore, ninety seven lakhs and ten thousand only) has been procured from UGC during the XI Plan apart from the research fund received from funding agencies like DST, KSCSTE , UGC, etc.
		2. To speed up the construction work of the Ladies' hostel and make it functional in the next academic year	2. Ladies Hostel inaugurated and opened for the girl students in the academic year 2012-13
		3. To complete the construction work of the first floor of the Decennial Block so as to improve the infrastructure facilities	3. Work completed and the rooms are made available for: • Common bath attached room for girl students • Co-operative Store • Counseling & Tutorial • Class Rooms • Accommodation for

	Priest • Rev. Fr Francis N T, Advisor, Students' Union • Mr Jose Cherian, Office Superintendent • Mr Albin K L Chairman, Students' Union • Ms Anjali K S Vice Chairperson, Students' Union		Guests/Staff • Accommodation for Students
		4. To set apart a Parking Space exclusively for students	4. A Parking Area has been set apart for the students, near the garden
		5. To provide a Separate Room for the Students' Union	**5.** Fully furnished room has been provided in the Canteen cum Guest House Building
Date	**Members Present**	**Decisions Taken**	**Status of Implementation**
	• H E Rev Dr Jose Porunnedom, Bishop of Mananthavady Diocese and the Patron of the College • Rev. Fr Mathew Madappallikunnel, Manager • Rev. Fr Garvasis Mattom, Procurator • Rev. Fr Thomas Joseph Therakam, PRO, Diocese of Mananthavady • Dr Raju George, Principal • Rev. Fr Biju Thuruthel, Bursar • Dr Sr Germina K A Co-ordinator, IQAC	6. Construction of the Indoor Sports Training Facility is to be completed before the end of the coming academic year	6. A Multipurpose Indoor Sports Training Facility with State of Art facilities has been commissioned in the academic year 2012-13
		7. To explore the possibility of getting the public transport facility extended to the College Campus	7. Both the State Transport and Private Bus Operators have been contacted. The problems have been rectified to a certain extent
		8. Toilet Facility for the girl students needs to be increased by constructing additional toilets	8. An additional Toilet Block with six units with facilities for incineration and washbasin has been constructed
		9. To speed up the Re-accreditation process in a time bound manner	**9.** RAR is ready for submission
		10. To make arrangements to establish a Regional	10. IGNOU Authorities visited the College for

• Rev. Fr Sibichan Chelakkapally, Local Parish Priest • Rev. Fr Francis N T, Advisor, Students' Union • Mr Jose Cherian, Office Superintendent • Mr Albin K L Chairman, Students' Union • Ms Anjali K S Vice Chairperson, Students' Union	Study Centre of IGNOU in the College	inspection. Directed the College to go ahead. Sanction of Regular Study Centre of IGNOU awaited

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 resolved effectively? Is there a mechanism to analyse the nature of grievances for promoting better stakeholder relationship?*

- The Institution has multiple ways of handling complaints and grievances based on their nature.
- The grievances/complaints received through formal and informal modes like feedback forms, suggestion boxes, complaint register and oral interactions are taken up by various forums and at various levels.
- In order to promote better Stakeholder Relationship the Institution has evolved an effective mechanism to analyse the nature of grievances.
- At the students' level, both the Mentors and the Counselors analyse the grievances/complaints and report to higher bodies for corrective action.
- Grievance Redressal Cell of the College discusses the matter in detail and takes appropriate decisions.
- At the Staff Level, both the Teaching and Administrative Staff Associations analyse the grievances and bring them to the attention of people concerned to bring about better interpersonal relationships.

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?

No.

6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If 'yes', what was the outcome and response of the institution to such an effort?

Yes.
- The Institution has evolved an efficient mechanism for analyzing student feedback on institutional performance.
- Feedbacks collected through various modes are sorted and analyzed for further action

Modes of Feedback Collection	Outcome	Response
1.Printed Feedback Form	Realizes the attitude/opinion of students about the facilities and services available in the College	• Takes up measures to revise quality policies
2. Informal Interactions	Helps the Institution understands the areas where renovation/revision is required	• Upgrades the infrastructure and other support facilities
3.Complaints/ Suggestion Boxes	The Institution realizes the problems/difficulties faced by the students in academic and administrative issues	• Grievances on academic issues are redressed; solutions are suggested at various levels to improve the teaching learning quality
4. Mentoring	Institution realizes that each batch of students are secure, and well informed about the overall functioning of the College; their grievances are redressed; their misunderstandings are clarified; their opinions are taken for granted and utilized for the policy designing process	• New Add On Courses and Certificate Courses are introduced • Programmes to improve the soft skills and language skills of students are introduced

6.3   Faculty Empowerment Strategies

6.3.1   What are the efforts made by the institution to enhance the professional development of its teaching and non teaching staff?

The institution initiates the following Programmes to enhance professional development:

- Organizes Orientation for the Faculty at the beginning of the academic year
- Encourages Faculty to develop Soft Skills
- Promotes Faculty Development Programme for both the Academic and Administrative Staff
- Encourages Faculty to participate in National/International Seminars, Conferences, Workshops and Refresher Programmes
- Encourages faculty to take up Research Projects
- Provides facilities for more learner centered teaching practices
- Provides ICT enabled teaching learning-facilities
- Promotes faculty to organize Workshops, Conference, Seminars and Group Discussions
- Evaluation at the end of every Academic Year

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 responsibility they perform?

- The Institution encourages the Faculty in Training and Retraining Requirements for their Professional Development to enable them to perform their roles and functions effectively

- In addition to this, the IQAC organizes In-house Training Programmes too.

- Skill Up-gradation Programmes are conducted regularly, especially when new Programmes/ courses/ teaching technologies are introduced:

  - A Seminar on *Grading at the Undergraduate Level* was organized for all the Teachers, Administrative Staff and Select Group of Student Representatives on 8 August, 2008. Prof Thomas Joseph, Member Secretary of the Kerala Higher Education Council led the sessions. Ms Geetha Antony Pullen, Lectured on the *Praxis of Grading.*
  - When *Informatics* was introduced as a Compulsory Paper for all the Courses, the College conducted a Three Day Training Programme for the Faculty from 28 to 30 October, 2010. Teachers were trained to use the smart boards efficiently, when the College set up ICT enabled classrooms.

- The institution has a policy of *Reward and Recognition* for faculty achievements.

- Regular interventions by the Top-Management to motivate the faculty.

- The administration allows Duty Leave for attending inter-institutional seminars and workshops.

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.

- The institution has the practice of Self Appraisal and Student Appraisal System of the faculty semester wise. Of late, we have introduced both the Peer and Head Appraisal too.

- The Feedback received from the Students, Peer and Head Appraisals are communicated to the individual faculty members confidentially.

6.3.4 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 stakeholders?

- The performance of faculty at all levels can be evaluated through the Multi-level Appraisal System.

- The mode of interpersonal relationship maintained by the teachers and the efforts made by them are subjected to evaluation and corrections are communicated down the department to the individual level.

- It is on the basis of the performance appraisal reports that placements and promotions to the higher levels are done.

6.3.5. What are the welfare schemes available for teaching and non teaching staff? What percentage of staff has availed the benefit of such schemes in the last four years?

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	24	18
8	Paternity Leave	4	0
9	Special Casual Leave for Rabies and Communicable Diseases	0	0

In addition to that both the Staff and Students are shareholders of the Co-operative store. The Staff Benefit Scheme and other self supporting schemes are also under operation.

6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty?

- Measures taken by the Institution for attracting eminent faculty:

  - Open Advertisement in National & Regional Newspapers and in the University News (published by the UGC)

  - The Institution gives strict directions to the Selection Board to choose the most meritorious candidate for appointing Academic Faculty

- Measures taken by the Institution for retaining eminent faculty:

  - Provides academic freedom.
  - Provides ICT enabled teaching-learning facilities including free Internet services.
  - Ensures Teacher representation in decision-making bodies in the College, right from the Board of Governors, College Council, IQAC, PTA, to the Department Council. Teachers are the Co-ordinators of various Forums, Clubs and Associations.
  - The Institute has a policy of *Recognition and Reward* for people who have contributed to the development of the Institution.
  - Provides Infrastructure Facilities for research promotion.
  - Encourages faculty to attend Seminars/Workshops etc in and outside the Institution
  - Encourages teachers to take up research projects

6.4 Financial Management and Resource Mobilization

6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?

- The financial resources of the Institution are: funds from the University Grants Commission, Govt of Kerala and the College Management.

- *Students' Welfare Fund* collected at the time of first year admission is the fund available at the disposal of the Principal and are being utilized to meet the expenditure incurred for the co-curricular and extra-curricular activities of the students.

- Fee collected from the students of the self financing Programmes is another source of income to the College. Major portion of this is being used to pay the salary of the Guest Faculty. A portion of the income is being utilized for the maintenance of the infrastructure facilities for teaching- learning

The College has a time tested mechanism for the effective and efficient use of financial resources

- UGC Funds:

  - In order to co-ordinate the preparation of UGC Project Proposals and monitor the proper utilization of funds in the stipulated time schedule, one senior faculty has been entrusted by the College Council as the UGC Project Co-ordinator. Dr Maria Martin Joseph, Head, Department of Physical Education has been the Co-ordinator of UGC Projects during the XI Plan period.
  - The Infrastructure Development Committee, in consultation with the IQAC, monitors the proper utilization of UGC funds allocated for the development of infrastructure in the College.
  - IQAC plays a pivotal role in assuring quality in every activity of the College, including the proper and efficient use of financial resources.

- State Govt Funds:

  - The Major fund allocation from the State Govt includes Staff Salary and Student Welfare Funds.
  - The Administrative Team under the leadership of the Principal, Office Superintendant and the Head Accountant monitors the efficient use of State Govt funds.

- Management Fund:
  - The College Management is keen on the implementation and time bound completion of every project in the College. Every year the Management sets apart certain amount of money to be released as advance and partial financial support for the completion of every project funded by Govt Level Agencies.

- The Management, the Catholic Diocese of Mananthavady has an efficient system of Financial Management. Bursar (the finance officer appointed by the Management) closely monitors the proper utilization of the fund. Whenever there is a genuine demand for financial requirement, the bursar, in consultation with the Manager takes initiative to make the fund available from the Management.

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 the details on compliance.

- Internal Auditing:

  - Made by the Head Accountant and the Superintendant. The reports are regularly monitored by the Principal.
  - The College Management audit is conducted every year by a Chartered Accountant and the Income & Expenditure Statement is prepared.

- External Auditing:

  - Being a Govt. aided Institution, the College is subjected to external auditing made by the State Govt. at three levels:

    ➢ University Level Auditing: The Finance Branch of Kannur University conducts financial auditing.
    ➢ Departmental Audit: Officials from the office of the Deputy Director of Collegiate Education conduct Departmental auditing. The last Departmental audit was made in the year 2006 and no major objections were raised. A few minor objections had been raised and clarifications for the same have been given.
    ➢ Accountant General's (Govt of Kerala) Auditing: The Officials of the AG's Office conduct the auditing

  - Auditing of the fund allocated to individual faculty to carry out research projects is done by qualified Charted Accountants and the reports of the same are submitted to the College Office.

6.4.3   What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.

- During the XI Plan Period, UGC has sanctioned Rs. 1,97,10,000 (Rupees One Crore, ninety seven lakhs and ten thousand only) as assistance under various schemes.

- The major funding (Rs. 60,00,000 - rupees sixty lakhs only) was made for the construction of a Women's Hostel.

- The College Management has spent an amount of more than Rs. 50,00,000 (Rupees fifty lakhs only) for the completion of the Hostel.

- For all the major infrastructure development projects, the Management pumps ample funding on priority basis.

UGC Assistance

Name of the Scheme:	Amount allocated	Amount received	Amount utilized
Ladies Hostel	60,00,000	54,00,000	54,00,000
Undergraduate Assistance	6,00,000	3,00,000	3,00,000
Common Room and toilet facilities for Women	2,00,000	1,60,000	1,60,000
Catch up grant for young Colleges	8,50,000	2,12,500	2,12,500
Colleges in backward area	8,50,000	4,25,000	
Total	85,00,000	64,97,500	60,72,500

UGC Assistance

Name of the Scheme:	Amount allocated	Amount received	Amount utilized
Undergraduate Assistance	1,50,000	1,50,000	1,50,000
Catch up grant for young Colleges	1,50,000	1,50,000	1,50,000
Special grant for enhancement of initiative for capacity building in Colleges	2,00,000	2,00,000	2,00,000
Assistance for Colleges in backward areas	2,00,000	2,00,000	2,00,000
Assistance for Remedial Coaching for SC/ST/OBC and minorities	2,00,000	2,00,000	2,00,000
Total	9,00,000	9,00,000	9,00,000

UGC Assistance

Name of the Scheme:	Amount allocated	Amount received	Amount utilized
Undergraduate Assistance	1,50,000	1,50,000	1,50,000
Catch up Grant for young Colleges	1,50,000	1,50,000	1,50,000
Assistance for Remedial Coaching for SC/ST/OBC	2,00,000	2,00,000	2,00,000
Assistance for Colleges in Backward Areas	1,00,000	1,00,000	1,00,000
Special Grant for Enhancement of Initiative for Capacity Building	2,00,000	2,00,000	2,00,000
Career and Counseling Cell	2,00,000	2,00,000	2,00,000
Total	10,00,000	10,00,000	10,00,000

UGC Additional Assistance

Name of the Scheme:	Amount Sanctioned	Amount received	Amount utilized
For Setting up/purchase Smart Class Rooms, Generator, Sound Systems, Project Lab, UPS and Cameras	25,00,000	22,50,000	25,00,000
Total	25,00,000	22,50,000	25,00,000

UGC Assistance - NRC

Name of the Scheme:	Amount allocated	Amount received	Amount utilized
Establishment of UGC NRC (Second time assistance): Purchase or up gradation of computers	1,00,000	1,00,000	1,00,000
Establishment of UGC NRC (Second time assistance):Internet connectivity	60,000	2,000	2,000
Total	1,60,000	1,02,000	1,02,000

UGC - Other Schemes

Name of the Scheme:	Amount Allocated	Amount Received	Amount Utilized
Undergraduate Assistance: Examination Reform	1,00,000	1,00,000	1,00,000
Undergraduate Assistance: Educational Innovation	1,00,000	---	---
Undergraduate Assistance: Field work, study tour	1,00,000	40,000	40,000
College located in rural remote areas: Rent for Students	4,00,000	80,000	80,000
College located in rural remote areas: Conveyance to students	3,00,000	60,000	60,000
College located in rural remote areas: Developing and implementing local specific curriculums	3,00,000	1,80,000	1,80,000
College with relatively higher portion SC/ST/OBC/minority: Stipend for students	5,50,000	4,20,000	4,20,000
Remedial Coaching for SC/ST/OBC/ Minority: Recurring items including honorarium, remuneration, TA, payment to part time LDC, contingency	5,00,000	1,00,000	1,00,000
Career and Counseling Cell: Hiring charges, TA to Counselor, resource persons, payment of honorarium, reading material, contingency	1,00,000	40,000	40,000
Out Door Stadium	12,00,000	6,00,000	6,00,000
Indoor Stadium	30,00,000	15,00,000	3,00,000
Total	66,50,000	31,20,000	19,20,000

6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).

- The Institution tries to procure the maximum possible financial support from the funding agencies whenever there is a chance to get the same. In spite of the Kannur University short listing us, the Institution narrowly missed the chance of getting the CPE status, which would have brought an additional fund of Rs 1 Crore as the State Quota was already exhausted.

- The Co-ordinator of the UGC Projects is vigilant on the release of new notifications about financial support from the UGC.

- IQAC plays a pivotal role in the fund mobilization for the College Development.

6. 5 Internal Quality Assurance System (IQAS)

6.5.1 Internal Quality Assurance Cell (IQAC)

a. *Has the institution established an Internal Quality Assurance Cell (IQAC)?   If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?*

- Yes. The Institution established IQAC in March 2006, soon after the College got accredited.
- IQAC prepares the academic Master Plan and places it before the College Council for discussion and recommendation for implementation.
- As per the recommendations of the Council, the Institution implements the teaching, learning and evaluation schedules as envisaged in the academic Master Plan.
- The primary objective of the IQAC is to develop/ensure a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.

- 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.

b. *How many decisions of the IQAC have been approved by the Management/ authorities for implementation and how many of them were actually implemented?*
In consultation with the Board of Governors, IQAC prepares Academic and infrastructure Master Plan and places them before the respective committees (College Council and Infrastructure Development Committee) for discussion and recommendation for implementation.

- Almost all decisions of the IQAC have been accepted for implementation
- On priority basis, almost all decisions have been actually implemented.

c. ***Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.***

- Dr M P Sebastian, Head, Department of Computer Science of NIT Kozhikode and Dr Maani Attel, the Principal, Nirmalagiri College had been Senior Administrative Officers of the IQAC as outside experts.
- IQAC has two or three outside members of the locality, especially members or office bearers of the Local Self Govt Bodies (Panchayaths).
- Apart from this the PTA Vice president, who represent parents is an external member of IQAC
- Outside experts made immense contributions in introducing ICT enabled teaching learning process and in preparing the academic and infrastructure Master Plans.
- The local members and the PTA Vice President, who are familiar with the socio-economic status of the students, contribute in planning and in setting the quality benchmarks in the student oriented Programmes.

d. ***How do students and alumni contribute to the effective functioning of the IQAC?***

- The Chairman and the Vice Chairperson (reserved for girl students) of the Students' Union are members of IQAC.
- IQAC collects feedbacks from the students which are then analyzed and utilized for the modification/renewal of annual plans.
- Feedbacks collected from the alumni through informal interactions are also utilized for the development of the College.

e. ***How does the IQAC communicate and engage staff from different constituents of the institution?***

- The College has a number of Statutory and Non Statutory Committees to coordinate curricular, co-curricular and extra-curricular activities of the College. Each such committee is coordinated by one or more faculty. All faculty members are, thereby, associate the IQAC activities and contribute substantially for the overall development of students.
- IQAC convenes meetings of all Committees to get sensitized about the Development in every sector of academia in the Campus and to convey the quality parameters to be taken into consideration
- The College calendar and the website are designed by two dedicated teams of faculty under the guidance of IQAC.

6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalisation.

Yes. The Institution has evolved an efficient mechanism to integrate *Quality Assurance* of the academic and administrative activities, which is operationalized by the IQAC in consultation with the higher-ups (Please refer the Integrated Framework for Quality Assurance given below).

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 through coordinated and concerted efforts.

Integrated Framework for Quality Assurance
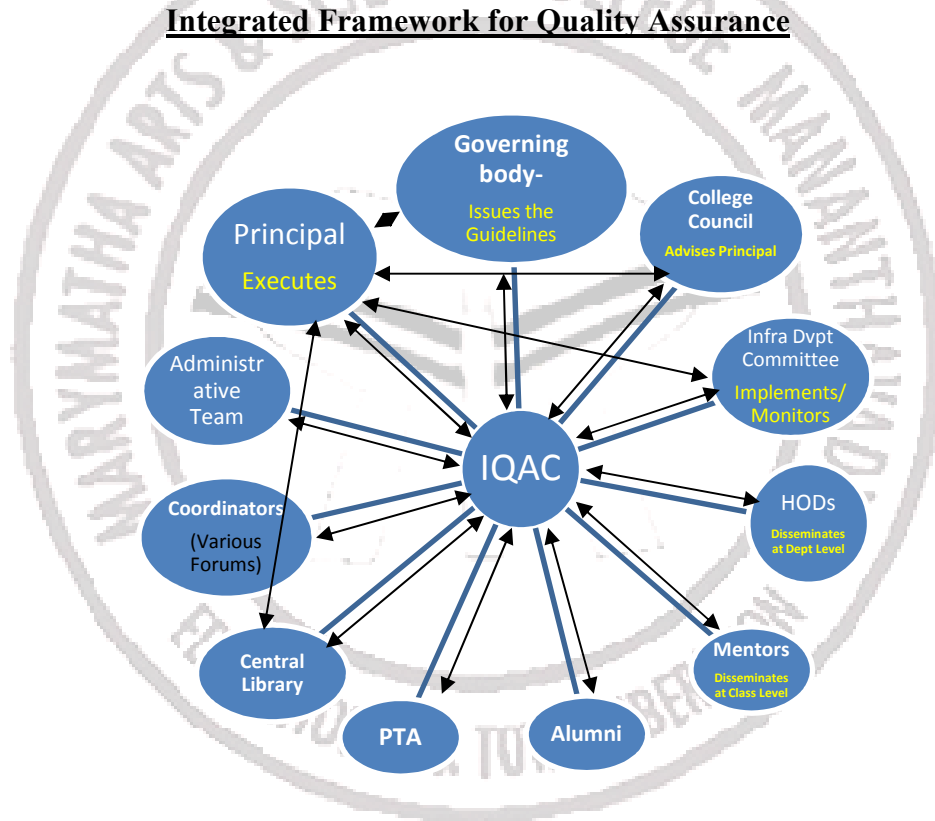
6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If 'yes', give details enumerating its impact.

Training to the Academic Staff:

1. FDP for Teaching Faculty on 11 August 2006. Dr M. K. George, SJ Principal, Loyola College, Trivandrum was the Resource Person.

2. FDP for Teachers on 11 June 2007,
   Dr Thomas Abraham, Prof. Retired from the Mahatma Gandhi University
   was the RP.

3. FDP for Faculty on 2 June 2008 Dr Thomas Abraham was RP.

4. Workshop on Grading for teaching and Administrative Teams: 8 August
   2008. Prof. Thomas Joseph, Member Secretary, State Higher Education
   Council led the Workshop.

5. FDP for Faculty 1 June 2009. Dr George Sebastian SJ, Ph D in
   Communications from the Marquette University, USA was RP.

6. Workshop on *Informatics* for Teaching and Administrative Staff: 28-30
   October 2010.

Training to the Administrative Staff:

1. Workshop on Grading for teaching and Administrative Teams: 8 August
   2008. Prof. Thomas Joseph, Member Secretary, State Higher Education
   Council led the Workshop.

2. The Librarian was sent for Seminar on Best Practices in Library
   Management on 16 January 2010.

3. Training Programme in Soft Skills for Administrative Staff: 17 & 24 July
   2010. Sri Sadanandan, Rtd Administrative Officer from the Directorate of
   Collegiate Education was the Resource Person.

4. Workshop on *Informatics* for Teaching and Administrative Staff: 28-30
   October 2010.

5. Sri Jose Augustin attended the KOHA Workshop of Library Software @
   the Kannur University 7-8 December 2012
6. Sri George Sebastian and Sri Joy Joseph, Administrative Staff attended the
   State Level Training Programme organized by the Kerala State Higher
   Education Council 1& 2 March 2013.

**6.5.4 Does the institution undertake Academic Audit or other external review
of the academic provisions? If 'yes', how are the outcomes used to
improve the institutional activities?**

Yes, the Institution undertakes Academic Audit. The Institution got accredited with Grade B++ in February 2006 by the NAAC after the External Review of the Peer Team.

Being a NAAC accredited Institution, the College follows the guidelines provided by the NAAC in every activity including the internal academic audit.

Using the outcomes of external auditing the following improvements have been made in the Institution:

- An IQAC has been set up in the Institution to develop/ensure a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.

- 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.

- It has been generating ideas, establishing good practices, implementing & measuring the outcome of academic and administrative performances of the institution.

- It has been developing and applying quality benchmarks/parameters for the various academic and administrative activities of the institution.

- It has been motivating the academic community in organizing workshops, seminars on quality related themes either directly or in association with other agencies on (various clubs and organizations) and off the campus (NGOs or GOs).

- All the Programmes in the College are being documented properly

- The Institution has been preparing the Annual Quality Assurance Report (AQAR) based on the quality parameters and submitting them to NAAC.

6.5.5 *How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?*

- Being a NAAC accredited Institution, the College strictly follows the guidelines provided by NAAC in maintaining the internal quality.

- The Internal Quality Assurance Mechanism designed by the NAAC is found suitable for the Institution as it is at par with the Education Policy of the UGC, University, State Higher Education Council and the College Management.

6.5.6   What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations   and outcome?

- IQAC prepares the academic Master Plan and places it before the College Council for discussion and recommendation for implementation. As per the recommendations of the Council, the Institution implements the teaching, learning and evaluation schedules as envisaged in the Academic Master Plan.

- Based on this plan and the University schedule, the Institution prepares the Academic Calendar which includes teaching schedule, proposed dates of various curricular & co-curricular activities and common internal evaluation tests for the year.

- All academic & extra-curricular events, and club activities are organized in consultation with the IQAC with the support of teachers, administrative staff and students.

- At the end of every academic year the Principal and the teaching faculty meet for an evaluation of the academic activities of the year. Schedules for teaching, conduct of examinations, conduct of Seminars, Workshops and other curricular & co-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 Programmes for the next year.

6.5.7   How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?

The Institution communicates its quality assurance policy, mechanisms and outcomes to various stakeholders through the following ways:

- College Website, College Calendar, College Prospectus, Periodic Newsletters
- Meetings at various levels: Department level, College level, University meetings and Public meetings

Any other relevant information regarding Governance Leadership and Management which the College would like to include.

Nil

CRITERIA VII: INNOVATIONS AND BEST PRACTICES

7.1   Environment Consciousness

7.1.1   Does the Institute conduct a Green Audit of its campus and facilities?

- The Institution is situated very close to the Wayanad Wildlife Sanctuary, a part of the Western Ghats, a <u>UNESCO</u> <u>World Heritage Site</u> and one of the "hottest hotspots" of biological diversity in the world. Therefore, it is our utmost priority to get actively engaged in Biodiversity Conservation.
- Taking the Biodiversity Conservation a serious concern, the College Campus was declared "Plastic Free and Eco-friendly Campus" in the year 2006.
- The Green Audit or the Environmental Sustainability Baseline Assessment conducted by IQAC with the support of the Department of Zoology and the Bhoomitrasena Club assessed the following:

  - The amount of water flushing down the pipes
  - The quantum of electrical energy being consumed
  - The approximate quantity of papers being purchased in the College Office
  - The recycling habits
  - Number of species of plants in the campus
  - Number of species of medicinal trees/herbs in the campus etc.
  - Number of species of animals in the Campus
  - Green Audit mainly involves a walk-through inspection of the campus and identification of areas that could be greened and made more ecologically efficient.

7.1.2   What are the initiatives taken by the college to make the campus eco-friendly?

- *Energy conservation*

  - The message of energy conservation is disseminated through the following ways:

    - ➢ Awareness campaigning through various activities
    - ➢ Adhering stickers carrying conservation messages at various places in the College
    - ➢ Screening of documentary films on energy conservation
    - ➢ Organizing Seminars/Workshops on Environmental Issues

- Solar Garden Lamps are installed on the Campus replacing the conventional bulbs. Solar Water Heating System is installed to provide hot water to the Women's Hostel and Canteen.
- Energy Auditing of the Institution has been conducted by IQAC in association with the students of the Department of Zoology.
- The conventional Tungsten Bulbs are completely replaced with CFL bulbs in the Campus.
- We have made it a practice of switching off/unplugging fans, lights, computers, printers, electrical and electronic equipments etc. when not in use.
- The College watchmen regularly monitor and ensure the above.

- *Use of renewable energy*

  - The organic waste materials generated in the College are efficiently being converted into bio-gas, and thereby a strong message of the significance of renewable energy is disseminated among the students.
  - The energy demand of the College Canteen is partially met from the biogas plant.
  - The major problem of Solid Waste Management is also tackled through this practice.
  - Plastic wastes, if any, are effectively disposed off.

- *Water harvesting*

  - The Rainwater Harvesting Unit has been installed in the newly constructed buildings.
  - Institution is planning to extend the Rainwater Harvesting System in the other buildings too.

- *Check dam construction*

  - 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.

- *Efforts for Carbon neutrality*

  - The Institution is well aware of its civic responsibility in maintaining the Carbon Neutrality in the Campus and in providing a pollution-free environment for its inmates.
  - Carbon emission in the campus is negligible since the Campus is situated very close to Wayanad Wildlife Sanctuary.

- The Institution is situated in a lush green campus at an altitude of about 2000 feet above sea level. The well ventilated rooms in the College do not need fans or air conditioners.
- It is the policy of the Institution to minimize the number of air conditioners in the campus buildings and to limit the availability of refrigerators to the Science labs.
- Carbon Dioxide released into the atmosphere from burning fossil fuels in the campus has been partially compensated with renewable energy that creates a similar amount of *useful energy*. The Institution has a plan to use only renewable energies that do not produce any carbon dioxide (a post-carbon economy).
- *Carbon offsetting* is another practice in the Campus by planting trees to prevent future greenhouse gas emissions and to attain *net zero carbon footprint* or *carbon neutrality* .

- ### *Plantation*

  - The College has a Green Campus
  - The Bhoomitrasena in association with the Save Green Club of the College maintains a Primary Healthcare Garden to maintain medicinal herbs and trees. Name board on each plant carries its local and scientific names.
  - Tea plantation in the Campus increases its beauty.
  - Tree plantation and their conservation is a regular practice in the campus. The save Green Club, Bhoomitrasena and NSS take the responsibility of plantation.
  - The Biodiversity Register of the campus has been prepared by the volunteers of Bhoomitrasena Club.
  - The complete list of fauna and flora is displayed in the Campus

- ### *Hazardous waste management*

  - Hazardous Wastes generated in the Science Labs of the College are negligible.
  - The wastes generated are incinerated in the Campus itself.
  - The students in the science departments are instructed to use only minimum required quantity of chemicals for their experiments so as to reduce the quantity of hazardous wastes being generated.

- ### *e-waste management*

  - Since the mechanism of maintenance and upkeep of electronic equipment in the Institution is efficient, the quantity of electronic waste generated is minimal.

- The electronic waste in the College includes irreparably damaged computers and their accessories, electronic/electrical equipment in laboratories etc.
- Computer wastes in the College are never landfilled in order to prevent them from polluting the groundwater.
- E-wastes in the College are usually sent to recyclers.

7.2   Innovations

7.2.1 *Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.*

No	Innovations	Objectives	Impact
1	Inter-religious Prayer Meet on the academic excellence day and celebrating religious festivals	• To make the students aware of the significance of religious festivals and inter-religious gatherings that promote universal brotherhood • To promote communal harmony among the students	The Institution succeeded in inculcating a secular culture among the College Community. Students are well aware of the significance of promoting Communal harmony
2	Two days' Orientation for Freshers	• To acquaint the Freshers with the College atmosphere, examination & evaluation processes, extra- and co-curricular activities etc.	Within a very short span of time the newly admitted students become integral part of the academic community
3	Mentoring System	• To look after the welfare of one batch of students • To redress their Grievances • To support them in setting their Career prospects	Mentors serve as the foster parents of the Mentees and the system has been proved very effective
4	Bridge Course	• To bridge the knowledge gap of newly admitted students and to enable them to cope with the degree Programme chosen.	Newly admitted students get acquainted with the existing systems in the College within a short span of time.
5	Remedial Coaching	• To improve the academic skills	In the third year, the number of slow

		• To raise the level of comprehension of basic subjects to provide a stronger foundation for further academic work • To strengthen knowledge, skills and attitudes in all subjects	learners gets drastically decreased.
6	Blended learning	To promote Face-to-face Classroom Methods with Computer Mediated Teaching Activities.	This has created a more integrated approach in teaching learning process. Blended learning created enhanced opportunities for teacher-student interaction, increased student engagement in learning and added flexibility in the teaching & learning environment
7	Peer Group Learning (Learning from and with each other)	• To promote informal peer learning among the slow learners and advanced learners to enable them to cope with their course, test their ideas and share their concerns.	It becomes a challenging task and a rewarding experience for the advanced learners in all Departments.

8	Interactive Learning	• To promote:
		  ➢ Group Discussions
		  ➢ Debates
		  ➢ Lecture by Eminent Personalities
		  ➢ Institutional Visits
		  ➢ Study Tour
		  ➢ Seminar Presentations
			With this system the existing student centric teaching learning mechanism got revamped in the Institution.

9	Book Banking	To provide text books, free of cost, to the financially challenged students in the College	It is found very effective and more than 25% of the students availed the facility so far.
10	Expansion of NRC	To increase the access rate of students using the facility to keep abreast with	The objective has been realized to a great

		the changing scenario in higher education, employment and research.	extent.
11	Research Promotion	• To inculcate a research culture in the Institution through research promotion activities • To encourage all faculty members to submit Major and/or Minor Research Project proposals. • To promote the conduct of Workshops/Seminars in various Departments. • To encourage the faculty to attend Seminars/ Workshops/ Conferences. • To encourage the teachers to carry out research to acquire research degrees (MPhil/ Ph D). • To increase the number of Research Centres and Research Guides in the College • To promote research publication. • To invite *Eminent Scholars* to all Departments.	• Successful completion of Two Major Projects and more than a dozen Minor Projects. • Organized two International and four National Seminars/Workshops. • One National Group Discussion and two National Level Expert Review & Monitoring Group organized in the College.
12	Declaration of Plastic Free Campus	To maintain the Campus eco-friendly	A culture of maintenance of a plastic free campus could be inculcated among the College community

13	Green Auditing	• To analyse the following:
		  ➤ The amount of water flushing down the pipes
		  ➤ The quantum of electrical energy being consumed
		  ➤ The approximate quantity of
			• Water consumption rate reduced
			• Conventional tungsten bulbs are completely replaced with CFLs

		papers being purchased in the College Office ➤ The recycling habits ➤ Number of species of plants in the campus ➤ Number of species of medicinal trees/herbs in the campus etc.	• More computers have been installed and the quantity of papers being consumed has been brought down. • A biodiversity register of the College Campus has been prepared by the Bhoomitrasena Club • The Herbal Garden in the Campus has been maintained by the Volunteers of the Bhoomitrasena Club and the Save Green Club
14	Further strengthening of Career & Placement Cell	• 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 provide information on Competitive Examinations. • 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 organize Workshops and Seminar on latest trends.	Students succeeded in setting their career priorities A number of students have been selected in Campus Recruitment Programmes for placement in various companies. The number of benefitted students increased substantially.
15	Grooming leadership at various levels	To decentralize the academic and administrative set up in the Institution.	By following the decentralization policy, the administrative and academic wings of the College function as well oiled machines.

7.3   Best Practices

7.3.1   Elaborate on any two best practices as per the annexed format (see page ..)which have contributed to the achievement of the Institutional Objectives and/or contributed to the Quality improvement of the core activities of the college.

<u>**Best Practice-I**</u>

1. **Title of the Practice**
   "Implementation of the Parliamentary Mode of Students' Union Election incorporating the Lyngdoh Commission Recommendation"

2. **Goal**

   - To implement the Parliamentary Mode of Students' Union Election following the Lyngdoh Commission Recommendation at the behest of the Honourable Supreme Court to ensure peaceful teaching-learning on the campus.

   - This has been practiced in the College since 2007 as a regulatory measure to ensure educational standards and to maintain excellence in education by replacing the older Presidential Mode of Students' Union Election

   - 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.

3. **The Context**
   - Several instances of election related violence and other malpractices have been observed during the conduct of elections on college campuses in Kerala.

   - Several instances of violence against college teachers and students by union activists, as well as of armed violence between union members and the police have been reported from Kerala.

   - Before implementing the Parliamentary mode of election, this College experienced election related violence between two groups of students.

   - It is a fact that a substantial portion of the academic year in most colleges gets exhausted in conducting elections and other union activities, leaving very little time for academic activities.

- 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**

- To ensure peaceful teaching-learning environment on the campus a democratic system of electing Students' Union has been prevailing in the College since 2007 following the Lyngdoh Commission Recommendations.

- 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 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.

- In this system, the Class Reps play significant role in the effective day to day functioning of the College as custodians of Class Diaries, distribution of English Newspapers to their respective classes, etc.

- The policy of the institution is to promote co- and extra-curricular activities with equal importance to that of curricular activities and accordingly the College organizes various Programmes such as sports, games, quiz competitions, debate and discussions, cultural activities etc. regularly. Through the parliamentary mode of election the institution ensures peaceful, party-politics free campus, and organizes co- and extra-curricular activities with the full co-operation of all 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.

- In order to put the policy of the College on co-curricular and extra-curricular activities into practice, in a time bound manner, the College entrusts the responsibility with the Physical Education Director, Teacher-coordinators of the Debate, Quiz, Fine Arts Clubs and other Clubs & Organizations. It is the policy of the institution to bring *Personalities of Eminence* in various fields to inaugurate the fine arts/sports activities in the College.

- 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.

7. **Notes (Optional): Nil**

8. **Contact Details**

   Name of the Principal: Dr Raju George
   Name of the Institution: Mary Matha Arts & Science College, Mananthavady
   City: Wayanad, Kerala
   Pin Code: 670645
   Accredited Status: B++
   Work Phone : 04935-271322   Fax: 04935-241087
   Website: www.marymathacollege.org
   E-mail: rajugeorgedr@yahoo.co.in
   Mobile: 09747360020

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.

7. **Notes (Optional): Nil**

8. **Contact Details**

   Name of the Principal: Dr Raju George

   Name of the Institution: Mary Matha Arts & Science College, Mananthavady

   City: Wayanad, Kerala

   Pin Code: 670645

   Accredited Status: B++

   Work Phone : 04935-271322   Fax: 04935-241087

   Website: www.marymathacollege.org

   E-mail: rajugeorgedr@yahoo.co.in

   Mobile: 09747360020

SWOC ANALYSIS

1. Strengths

1.1 Academics

- Top Performing Departments
- Intense Research Activities
- ICT Enabled Teaching and Learning

1.2. Infrastructure

- Smart Classrooms
- Updated Library with KOHA Software
- Additional Computer Lab
- Audio Visual Lab and Language Lab
- Well Equipped Research Labs for Bioscience Research

1.3 Others

- Advanced Sports Facilities.
- Transparent Admission Procedure
- Systematic Evaluation Process
- Parliamentary Mode of Election and Peaceful Campus
- PEN-R (Project on English Newspaper Reading)
- Promoting SC/ST/Minority/Women Candidates in Admission
- Gender Equity Representation of Both Students and Parents in college Administration
- Encourages both co/extra-curricular Activities
- Procuring and Disbursing large Number of Scholarships to Deserving Students

2. Weaknesses

- Geographical Isolation makes Resource Mobilization inadequate
- Idle time cannot be utilized for co-/extra-curricular activities due to insufficient Public Transport Facilities
- Insufficient tie-ups between Industry and Institutions
- Inadequate number of UG & PG Course and Research Departments in spite of Resourceful Faculty

- Large number of First Generation Learners among students

3. Opportunities

- Opportunity to serve the marginalized (SC/ST/Women/Minorities/First Generation Learners)
- Extending the Resources and Facilities to the Public/Neighboring Communities
- Consultancy and Extension Services by Faculty

4. Threats/challenges

- Poor Socio-economic and Educational Background of Students
- Drop out of High Performing Students due to late Admissions to Professional Courses
- Stressful Domestic Environment hinders steady overall development of students
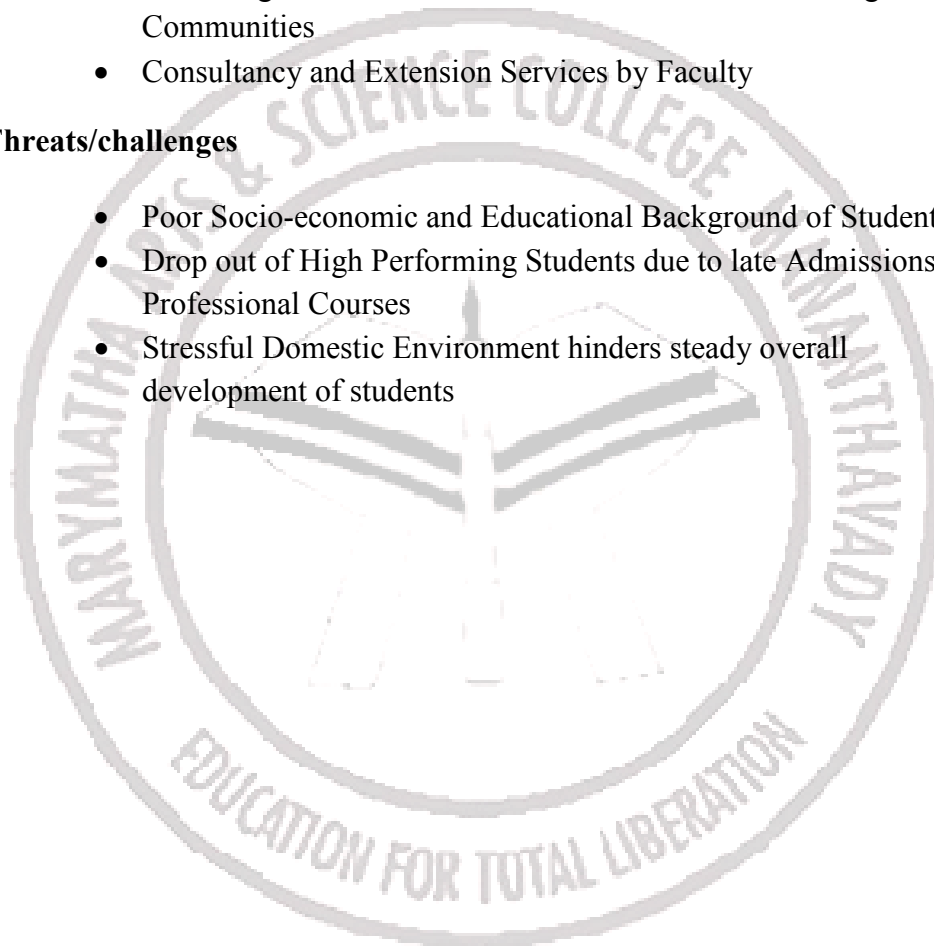
1. DEPARTMENT OF ENGLISH

1. *Name of the Department* : **English**
2. *Year of Establishment* : **1995**
3. *Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)*
   a. UG Programme in Functional English.
   b. Common Course in English for the UG Programmes.
   c. Certificate Course in Communicative English
4. *Names of Interdisciplinary courses and the departments/units involved*: BA Programme in Functional English has inter/multidisciplinary character.
5. *Annual/ semester/choice based credit system (programme wise) :* BA Programme in Functional English (choice based credit and semester system)
6. *Participation of the department in the courses offered by other departments:* English Language Programmes are offered under Common Course as part of the courses offered by other departments.
7. *Courses in collaboration with other universities, industries, foreign institutions, etc.*
   The Department proposes to conduct PG Programmes in collaboration with IGNOU, New Delhi**.**
8. *Details of on-going courses/programmes:* Certificate Course in Communicative English for developing English Language Proficiency in the students of all the Departments in the college
9. *Number of Teaching posts*

	Sanctioned	*Filled*
Professors		
Associate Professors	01	01
Asst. Professors	03	03

10. *Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)*

Name	*Qualifica-tions*	*Design-ation*	*Speciali-zation*	*No. of Years of Experience*	*No. of Ph.D. Students*
Dr Savio James V	MA, M Phil, Ph D	Associate Professor	English Language Teaching	21	Nil

Mr Biju Joseph	M A, NET (UGC)	Asst Professor	Postcolonial Studies, Media Studies	18	Nil
Mr George Thomas	M A B Ed, NET (UGC)	Asst Professor	Translation Studies	17	Nil
Dr Francis N T	MA, Ph D, NET (UGC)	Asst Professor	Teaching of English	15	Nil
Mr Jocymon Joseph	M A B Ed, NET (UGC)	Guest Faculty	Language and Literature	03	Nil

11. **List of senior visiting faculty**: Nil
12. **Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty**: 15%
13. **Student -Teacher Ratio (programme-wise):** Common Course (English)-1:110
    Core Course (English)-1:22
14. **Number of academic support staff (technical) and administrative staff; sanctioned and filled:** Nil
15. **Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG**

No	Name	Qualifications
01	Dr Savio James V	MA, M Phil, Ph D
02	Mr Biju Joseph	M A, NET
03	Mr George Thomas	M A, B Ed, NET
04	Dr Francis N T	MA, Ph D, NET
05	Mr Jocymon Joseph (Guest Faculty)	M A, B Ed, NET

16. **Number of faculty with ongoing projects from a) National b) International funding agencies and grants received**:
    One UGC funded minor research project has been completed
17. **Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received**:
    UGC funded Certificate Course in Communicative English
    Total grants received Rs 5 lakh.
    Minor Research Project (UGC): Rs. 30,000/-
18. **Research Centre /facility recognized by the University**:
    Applied to Kannur University for recognition as Research Centre
19. **Publications:**

∗ *a) Publication per faculty:*
   Dr Savio James V: Two publications in International Journals
1. *Number of papers published in peer reviewed journals (national / international) by faculty and students:* 02
2. *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.):* 02
3. *Monographs*: Nil
4. *Chapter in Books*: Nil
5. *Books Edited* : Nil
6. *Books with ISBN/ISSN numbers with details of publishers*: Nil
7. *Citation Index*: 02
8. *SNIP*: Nil
9. *SJR*: Nil
10. *Impact factor*: Nil
11. *h-index* : Nil

20. *Areas of consultancy and income generated:*
   - English Language Education.
   - English Language Editing.
   - Career Guidance and Counseling.
   - Personality Development, Soft Skills and Group Dynamics.

21. *Faculty as members in*
   a) National committees b) International Committees c) Editorial Boards….
   Dr Savio James:
   1. Member of ELTAI (English Language Teachers' Association of India).
   2. External Examiner, Centre for Distance Education, CIEFL, Hyderabad.

22. *Student projects*
   a) Percentage of students who have done in-house projects including inter departmental/programme: 100%. Some of them do it in collaboration with the agencies outside the institution.
   b) *Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies*: 10

23. *Awards/ Recognitions received by faculty and students:*
   Faculty:
   Mr Biju Joseph was invited to present a paper in the International Seminar on Gender Relations, Vaestoliitto (Family Federation of Finland), 27 and 28 Nov, 2007 at Helsinki.
   Students:
   A few of our students have secured honours for their participation in the Republic Day Parades, NCC national level activities like Parachute Jumping

etc. Some others have secured recognitions for Paper Presentations at National Seminars, Quiz/Debate Competitions etc.

24. **List of eminent academicians and scientists/ visitors to the department:**
    1. Dr M Dasan, Professor and Head, Dept of Studies in English, Kannur University
    2. Dr KV Surendran, Head, Dept of English, Govt Brennen College, Thalassery
    3. Dr P Bhaskaran Nair, Professor, Pondicherry University
    4. Mr John Sankaramangalam, Veteran Film Maker
    5. Dr Vinod K Jose, Deputy Editor, Caravan, New Delhi
    6. Mr K. Rajan, Director, Akasavani, Kozhikode
    7. Mr K N Narendran, Programme Director, Akasavani, Kozhikode
    8. Mr Ibrahim Vengara, Noted Theatre Personality
    9. Mr M P Prasanth, Executive Editor, The New Indian Express
    10. Mr Srinath Rajendran, Noted Malayalam Film Director

25. **Seminars/ Conferences/Workshops organized & the source of funding**
    a) **Regional**: 05
    b) **National**: --
    b) **International**: --

26. **Student profile programme/course wise (average figures):**

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled *M *F	Pass percentage
BA Programme in Functional English	500	40	12, 28	90
Certificate Course in Communicative English	100	60	20, 40	100

*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
Programme in Functional English	97	03	Nil
Certificate Course in Communicative English	97	03	Nil

28. **How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ?** : About 40% of the students qualify the SET (State Eligibility Test), 50% TET(Teacher Eligibility Test), 5% UGC NET and 15% get through others.

29. **Student progression**

Student Progression	Against % Enrolled
UG to PG	**60**
PG to M.Phil.	**10**
PG to Ph.D.	**05**
Ph.D. to Post-Doctoral	01
Employed	85
• *Campus Selection*	15
• *Other than Campus Recruitment*	85
Entrepreneurship/Self-employment	15

30. Details of Infrastructural facilities
   a) *Library*:
- The Department has a relatively smaller Department library but the Central Library has a collection of nearly 7000 volumes comprising of textbooks, notable literary works, and CDs that can be used to develop communication skills.
- The Department has a Digital Library with more than 2000 volumes of e-books and about two hundred films.
- There are some journals on Language, Literature, English Language Teaching and Literary Theory & Criticism

   b) *Internet facilities for Staff & Students :*
   - There is a computer with internet connection in the Dept for Staff and Students. The students also use the systems available in the NRC

   c) *Class rooms with ICT facility:*
   - There are Two Classrooms with ICT facility

   d) *Laboratories:*
   - A well equipped Digital Language Laboratory with 10 student positions and a Teacher Console

31. Number of students receiving financial assistance from college, university, government or other agencies:

No.	Scholarship	2010-11	2011-12	2012-13
1	SC/ST Scholarship/Stipend	11	13	13
2	OBC	-	-	3
3	KPCR Scholarship	-	-	11

Apart from the above 43 students receive scholarships from the UGC and Government. In addition, the needy receive financial assistance from the fund set apart by the college and scholarships offered by individuals and other agencies.

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts:
- Practice given in Communicative English in the Language Lab.
- E-classroom facility is put to use in addition to the use of study aids.

- Audio-visual facilities are frequently used for screening feature films, and documentaries of contemporary relevance.
- Teachers and students share notes, articles of academic importance and intimation regarding higher education and jobs through blogs and e-mails.
- Seminar Presentation is practiced in the Department using power point and other audio-visual aids.

33. *Teaching methods adopted to improve student learning*:
- Interactive learning methods.
- Individual and group assignments, seminars, paper presentations etc.
- Discussions on contemporary issues and extend teaching to areas outside the syllabi.
- Focus on developing communicative competence by appropriate exercises that give the students training in the mechanics of speech and writing.
- Use Language Lab for training the students in listening and speaking skills.

34. *Participation in Institutional Social Responsibility (ISR) and Extension activities:*

- Emphasis is placed on educationally empowering the tribal students by special remedial teaching programmes and counseling.
- The teachers of the Department also encourage the students to orient themselves socially and participate in social service activities by being the members of NSS, NCC and YRC.
- The Department sends student groups to the neighbouring schools to help the socially/educationally deprived students by giving them tuitions/counseling etc.
- The teachers of the Department have been rendering various types of academic counseling and other consultancy services to people in and around the institution in matters involving the use of English language as well as those concerning higher education, writing/editing texts including dissertations and articles, official reports/presentations etc.
- They also participate in programmes conducted locally or by other institutions as resource persons, speakers etc.

35. *SWOC analysis of the department and Future plans*

*Strength***:**
- Committed team of highly resourceful and experienced teachers.
- Previous experience of teachers in various institutions of national repute outside the state. (Dr Savio James had studied at English and Foreign Languages University (EFLU)-Hyderabad, Mr Biju Joseph, at Viswabharati and Mr George Thomas, at Loyola College-Chennai, before taking up teaching positions at the Department).
- Competence, experience, versatility, team work and dedication of faculty

members.

- Effective Mentoring and Career & Guidance System.

Weakness:
- Unsatisfactory entry level behavior of students.
- Low proficiency in Communicative English of students at entry level
- Geographical isolation that constrains the access to experts and other institutional services.

Opportunities:
- Educational empowerment of the rural and tribal students.
- Development of communicative skills of the students

Challenges:
- Inadequate exposure of the students.
- Socio-economic and educational backwardness.

Future Plans:
- Begin PG Programme in English.
- Set up Research Centre.
- Organize National/International Seminars.
- English Proficiency Programme for the general public.
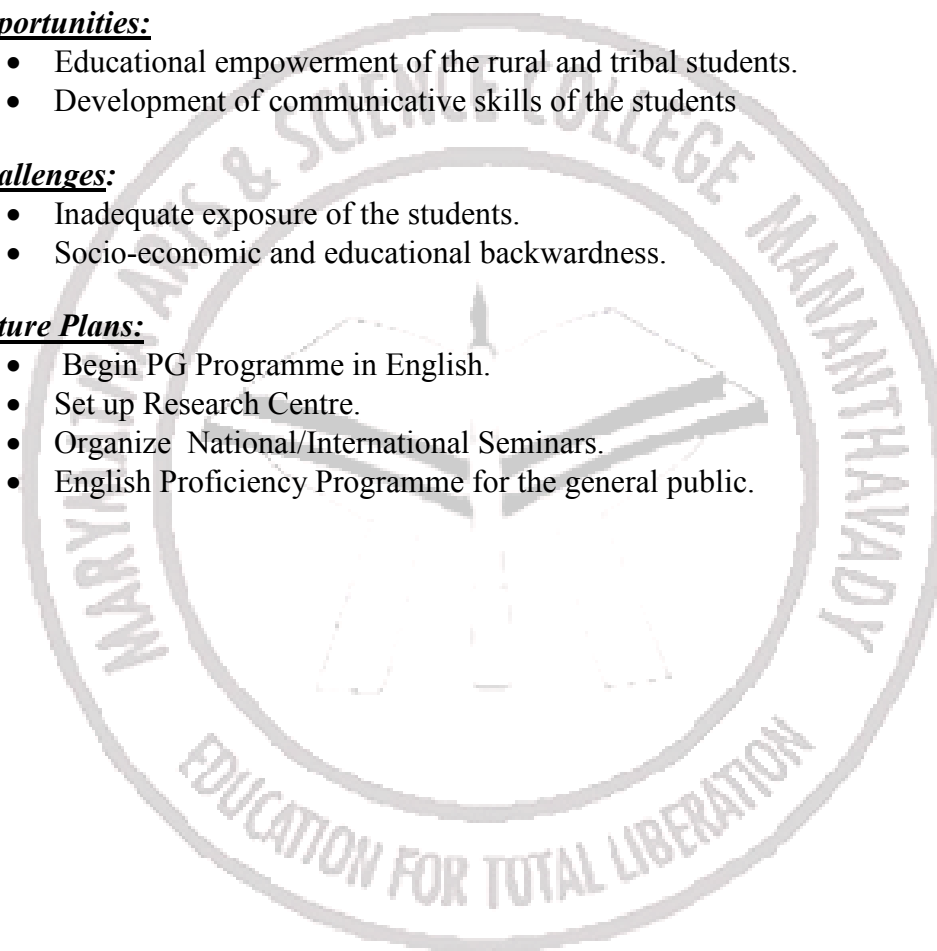
2. DEPARTMENT OF MATHEMATICS

1. *Name of the Department* :   Mathematics
2. *Year of Establishment*:   1995
3. *Names of Programmes / Courses offered* :   UG, PG, Ph. D
4. *Names of Interdisciplinary courses and the departments/units involved:* Open Course in Mathematics for UG students.
5. A*nnual/ semester/choice based credit system (programme wise):* Choice Based Credit System.
6. *Participation of the department in the courses offered by other departments*: Complementary course for Computer Science and Chemistry 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*

	Sanctioned	*Filled*
Professors	-	-
Associate Professors	1	1
Asst. Professors	2	2
Guest Faculties	4	4

Name	*Qualification*	*Designation*	*Specialization*	*No. of Years of Experience*	*No. of Ph.D. Students guided for the last 4 years*
Dr. Germina K. A(On Deputation)	M.Sc. M.Phil, BEd, PGDCA, Ph. D	Associate Professor	Discrete Mathematics	17	7
Ms.Pamy Sebastian (on FDP)	M.Sc, M.Phil	Assistant Professor	Fuzzy Algebra	12	Nil
Dr. Bindhu K Thomas	M.Sc, BEd, M Phil, Ph. D	Assistant Professor	Discrete Mathematics	7	Nil
Ms Dimple Thomas	MSc. B. Ed	Guest Faculty	-	03	Nil
Ms Soumya V M	MSc. B. Ed	Guest Faculty	-	03	Nil

Ms Babitha T K	MSc. B. Ed	Guest Faculty	-	02	Nil
Ms Treesa P V	MSc. B. Ed	Guest Faculty	-	02	Nil
Ms Radha A S	MSc. B. Ed	Guest Faculty	-	02	Nil
Ms Rejitha N A	MSc.	Guest Faculty	-	01	Nil

10. *Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)*

11. *List of senior visiting faculty* : Nil

12. *Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty*: M.Sc. (Self Financing)- classes handled by temporary faculty

13. *Student -Teacher Ratio (programme wise): UG* 1:25
    PG 1:15

14. *Number of academic support staff (technical) and administrative staff; sanctioned and filled*: Nil

15. *Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.*

No	Name	Qualification
1	Dr. Germina K. A (on Deputation)	M Sc. M Phil, B Ed, PGDCA, Ph D
2	Ms.Pamy Sebastian (on FDP)	M Sc, M Phil
3	Dr. Bindhu K Thomas	M Sc, B Ed, M Phil, Ph. D

16. *Number of faculty with ongoing projects from a) National b) International funding agencies and grants received*: Dr. Germina K. A
    Major Project:
     Set-Valuations of Graphs and their Applications
     Amount: Rs. 30,77,660/-(includes manpower1 JRF + 2 SRF)
    Minor Project:
     Distance Compatible Set Labeling of Graphs and Structure Knowledge.
     Amount: 1,60,000/-

17. *Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received* : Nil

18. *Research Centre /facility recognized by the University:* Department is a recognized
    Research   Centre of Kannur University

19. *Publications:* Link: mrccmmcmdy.org

Sr Dr K. A. Germina

   (A) (i) Research Papers in Journals

Sl. No.	Name of the Journal	ISSN/ISBN No.	Whether Peer Reviewed? Impact Factor, if any
1	Discrete Mathematics	Elsevier ISSN: 0012-365X	Reviewed Impact Number 0.556 Indexing ISSN 0012-365X
2	J. of Discrete Mathematical Sciences & Cryptography,	IOS Press **ISSN** : 0972-0529	Reviewed **IF (Impact Factor)** : Nil
3	Journal of Combinatorial Mathematics and Combinatorial Computation	Publishers-Charles Babbage Research Centre. **ISSN**: 08353026 Powered by Scopus	Reviewed **H Index**: 7
4	STARS		Reviewed Not indexed
5	Graph Theory Notes of NewYork	**ISSN** : 1040-8118	Reviewed **IF (Impact Factor)** : Nil This Journal has not been indexed.
6	Discrete Mathematical Sciences and Cryptography	IOS Press **ISSN** : 0972-0529	Reviewed **IF (Impact Factor)** : Nil
7	AKCE J. Graphs. Combin.	**ISSN**: 09728600	Reviewed in Mathematical Reviews and Zentralblatt MATH. **H Index**: 1
*8	Journal of Combinatorial Mathematics and Combinatorial Computation	Publishers-Charles Babbage Research Centre. **ISSN**: 08353026 Powered by Scopus	Reviewed **H Index**: 7 Impact Factor:0.27
9	J. of combinatorial Mathematics and combinatorial computing	Publishers-Charles Babbage Research	Reviewed **H Index**: 7 Impact Factor:0.27

		Centre. **ISSN**: 08353026 Powered by Scopus	
10	Journal of Mathematical Combinatorics	Publishers-Charles Babbage Research Centre. **ISSN**: 08353026 Powered by Scopus	Reviewed **H Index**: 7
11	J. of combinatorial Mathematics and combinatorial computing	Publishers-Charles Babbage Research Centre. **ISSN**: 08353026 Powered by Scopus	Reviewed **H Index**: 7 Impact Factor:0.27
12	Indian Journal of Mathematics	ISSN: 0019-5588	Reviewed Impact number: 0.294
13	Indian Journal of Mathematics	ISSN: 0019-5588	Reviewed Impact number: 0.294
14	South East Asian Journal of Mathematical Sciences,	ISSN:0972-7752	Reviewed Not indexed
15	International mathematical Forum	ISSN 132-7586	Reviewed Indexed. Impact number 0.282. H-index-11
16	Int. J. Contemp. Math. Sciences	**ISSN 1312-7586**	Reviewed Impact number 0.265 . H-index-11
17	International Journal of algorithms and Mathematics	**ISSN** : 0974-3367	Reviewed **IF (Impact Factor)** : 2013 Still Computing Not indexed.
18	European Journal of Pure and Applied Mathematics	ISSN:1307-5543 **Indexed**	Reviewed Impact number 1.46, h-index:7, g-index:13, hc-index:7, hI-index:3.50.

19	International Mathematical Forum	ISSN 132-7586	Reviewed Indexed 0.282. H-index-11
20	International Mathematical Forum	ISSN 132-7586	Reviewed Indexed 0.282. H-index-1
21	International Journal of Contemporary Mathematical Sciences	**ISSN 1312-7586**	Reviewed Impact number 0.265 . H-index-11
22	International Mathematical Forum	ISSN 132-7586	Reviewed Indexed 0,282. H-index-11
23	European Journal of Pure and Applied Mathematics	ISSN:1307-5543 **Indexed**	Reviewed Impact number 1.46, h-index:7, g-index:13, hc-index:7, hI-index:3.50.
24	Applied Mathematical Sciences	**ISSN**: 1312885X Powered by Scopus	Reviewed Indexed **H Index**: 6
25	International Mathematical Forum	ISSN 132-7586	Reviewed Indexed 0.282. H-index-11
26	International Journal of Contemporary Mathematical Sciences	**ISSN 1312-7586**	Reviewed Impact number 0.265 . H-index-11
27	Advanced Studies in Contemporary Mathematics	**ISSN**: 12293067	Reviewed **H Index**: 13 Impact number 0.95
28	Int. J. Contemp.Sciences,	**ISSN 1312-7586**	Reviewed Impact number 0.265 . H-index-11
29	Int. J. Contemp. Math. Sciences,	**ISSN 1312-7586**	Reviewed Impact number 0.265 . H-index-11
30	Advanced Studies in Contemporary Mathematics	**ISSN**: 12293067	Reviewed **H Index**: 13 Impact number 0.95

31	International Mathematical Forum	ISSN 132-7586	Reviewed Indexed 0.282. H-index-11
32	Linear Algebra and its Applications	ISSN: 0024-3795 :ELSEVIER	Reviewed *Impact Factor*: 1.011
33	Global Journal of Pure and Applied Mathematics	ISSN : 0973-1768	Reviewed
34	Indian J. Math. & Comp. Sci.	**ISSN :** 0973-3329	Reviewed *Impact* Factor; 0.226**.**
35	J. of combinatorial Mathematics and combinatorial computing	Publishers-Charles Babbage Research Centre. **ISSN**: 08353026 Powered by Scopus	Reviewed **H Index**: 7 Impact Factor:0.27
36	Discrete Mathematics, Algorithms and Applications (DMAA),	**ISSN** : 1793-8309 **Publisher** : World Scientific	Reviewed **IF (Impact Factor)** : Nil
37	International Mathematical Forum	ISSN 132-7586	Reviewed Indexed 0.282. H-index-11
38	Advances in Theoretical and Applied Mathematics, ISSN 0973-4554	ISSN 0973-4554 indexed	Reviewed *Impact Factor*: 0.908
39	Linear Algebra and its Applications	ISSN: 0024-3795 :ELSEVIER	Reviewed *Impact Factor*: 1.011
40	Discussiones Mathematicae, Graph Theory	**ISSN**: 12343099 Powered by Scopus	Reviewed **H Index**: 3 Impact number:0.44
41	Journal of Combinatorics, Information & System Sciences	ISSN: 0250-9628	Reviewed Impact number: 0.543

42	Journal of Combinatorics, Information & System Sciences	ISSN: 0250-9628	Reviewed Impact number: 0.543
43	Journal of Combinatorial Information System Sciences,	ISSN: 0250-9628	Reviewed Impact number: 0.543
44	Journal of Combinatorial Information System Sciences	ISSN: 0250-9628	Reviewed Impact number: 0.543
45	Journal of Combinatorial Information System Sciences	ISSN: 0250-9628	Reviewed Impact number: 0.543
46	Journal of Fuzzy Set Valued Analysis	ISSN 2193-4169	Peer-reviewed and Indexed
47	Journal of Combinatorics Information and system Sciences	ISSN: 0250-9628	Reviewed Impact number: 0.543
48	General Mathematics Notes,	-ISSN, 2219-7184	Reviewed Impact Factor: Nil
49	Journal of Combinatorics, Information and System Sciences	ISSN: 0250-9628	Reviewed Impact number: 0.543
50	International journal Algorithms, Computing and Mathematics	ISSN: 0250-9628	Reviewed Impact number: 0.17
51	Journal of Combinatorics, Information and System Sciences	ISSN: 0250-9628	Reviewed Impact number: 0.543
52	Journal of Combinatorics, Information and System Sciences	ISSN: 0250-9628	Reviewed Impact number: 0.543
53	Journal of Combinatorics, Information and System Sciences	ISSN: 0250-9628	Reviewed Impact number: 0.543

*54	J. of Discrete Mathe. Sci and Cryptography	**ISSN**: 09720529	Reviewed H Index**: 1** Impact Number: 0.14
55	Journal of Combinatorics, Information and System Sciences	ISSN: 0250-9628	Reviewed Impact number: 0.543
56	International Mathematical Forum	ISSN 132-7586	Reviewed Indexed 0.282. H-index-11
57	International Mathematical Forum	ISSN 132-7586	Reviewed Indexed 0.282. H-index-11
58	Proc. Jangjeon Math. Soc.	Publication type: Journals. ISSN: 15987264	H Index: 6 Impact number 0.476
*59	Proyecciones-Journal of Mathematics	ISSN 0716-0917 Powered by Scopus	Reviewed H *Index*: 5 Impact number 0.214
60	*Advanced Modeling and Optimization An Electronic International Journal-*	ISSN: 1841-4311	indexed in Zentralblatt MATH and Mathematical Reviews.
61	International Journal of Algorithms, Computing and Mathematics.	ISSN: 0250-9628	Reviewed Impact number: 0.543
62	Indian Journal of Mathematics and Mathematical Sciences.	ISSN : 0973-3329	*Indexed and Reviewed*
63	Journal of Fuzzy Set Valued Analysis	ISSN 2193-4169	Peer-reviewed and Indexed

Ms Pamy Sebastian

Sl. No.	Name of the Journal	ISSN/ISBN No.	Whether Peer Reviewed? Impact Factor, if any
1	International Review of Fuzzy Mathematics,	ISSN 09734392	Peer Reviewed
2	Pure and Applied Mathematics	ISSN 22790878	Peer Reviewed
3	Annals of Fuzzy Mathematics	ISSN 22876235	Peer Reviewed

Dr. Bindhu K. Thomas

(B) (i) Research Papers in Journals

Sl. No.	Name of the Journal	ISSN/ISBN No.	Whether Peer Reviewed? Impact Factor, if any
1	International Journal of Contemporary Mathematical Sciences (I J C S)	ISSN 1312-7586	Reviewed Impact number 0.265 H-index-11
2	I J C S	ISSN 1312-7586	Reviewed Impact number 0.265 H-index-11
3	International Mathematical Forum	ISSN 132-7586	Reviewed Indexed 0.282. H-index-11
4	International Journal Algorithms, Computing and Mathematics	ISSN: 0250-9628	Reviewed Impact number: 0.17
5	International Mathematical Forum,	ISSN 132-7586	Reviewed Indexed 0.282. H-index-11

20. *Areas of consultancy and income generated*
21. Faculty as members in
    a) *National committees*
        Sr Dr K A Germina
        1. Academy of Discrete Mathematics and Applications (ADMA)
        2. INDOCRYPT
        3. Indian National Academy of Sciences
        4. Indian Mathematic Association (IMA)

5. Project Advisory & Monitoring Committee (PMMC) member for the implementation of the IRHPA Core Group Project on Mathematical Sciences at the center for Mathematical Sciences (CMS), 2006-2009.
6. National Consultative Committee Member for Implementation of the National Mathematical Sciences Initiative (NMSI)**.**

b) *International Committees*
> Forum for Interdisciplinary Mathematical Sciences (FIM), Canada

c) *Editorial Boards*
1. Editorial Board Member for Academy of Discrete Mathematics and Applications
2. (ADMA): Reg. No. 838/2005-2006.
3. Editorial Board Member for International Journal of Algorithms, Computing and Mathematics
4. Editorial Board Member for News Letter for Centre for Mathematical sciences, Pala:
5. Editorial Board Member for Indian Journal of Mathematical and Computer Sciences, Bundelkhand Academy of Sciences, Jhansi, India.

d) *Referee for the Journals*
1. Indian Journal of Mathematics
2. International Journal of Algorithms, Computing and Mathematics
3. Journal of Combinatorial Mathematics and Combinatorial Computation
4. Applied Mathematics Letters
5. Ars Combinatorica
6. Discrete Mathematics
7. Discrete and Applied Mathematics
8. European Journal of Pure and Applied Mathematics.

22. **Student projects**
   a) ***Percentage of students who have done in-house projects including inter departmental/programme: UG(VI Semester)* :** 100%
      : ***PG (IV Semester)*** : 100%
   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**

24. **List of eminent academicians and scientists/ visitors to the department:**
   1. Professor Dr. B. D. Acharya, Director, PIMSci, Karnatak Unversity, [Scientist 'G' , Former Senior Advisor to Government of India, Department of Science and Technology, New Delhi]
   2. Prof. E. Sampathkumar, [Rtd Senior Professor, Department of Mathematics, Mysore University , Mysore].

3. Prof. A. M. Mathai, Director, Centre for Mathematical Sciences, Pala Emeritus Professor of Mathematics & Statistics, McGill University, Canada.
4. Prof. Thomas Zaslavsky, Department of Mathematical Sciences, Binghamton University Binghamton, U.S.A.
5. Prof. Mukti Acharya, Department of Applied Mathematics, Delhi Technical University, New Delhi.
6. Prof. S.B.Rao, CRR_AIMSCS, Hyderabad,AP.
7. Prof. G.R.Vijayakumar,TIFR, Mumbai.
8. Prof. .R. Natrajan
9. Prof. V.Swaminathan
10. Dr.S.M. Hegde, DST

25. *Seminars/ Conferences/Workshops organized & the source of funding*
   a) *International:* Three
   b) *National:*   Three

26. Student profile programme/course wise:

Name of the Course/programme	Applications received	Selected	Enrolled *M *F	Pass percentage
B.Sc Mathematics	350	35	4+31	
M.Sc Mathematics(Self-Financing)	30	20	2+18	

   *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
B.Sc Mathematics	100%	Nil	Nil
M.Sc Mathematics	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.
SET-20, NET-7 GATE-3

29. Student progression

Student progression	Against % Enrolled
UG to PG	80%
PG to M.Phil.	1%
PG to Ph.D.	2%
Ph.D. to Post-Doctoral	1%
Employed	98%
• Campus selection	5%
• Other than campus recruitment	95%
Entrepreneurship/Self-employment	10%

30. Details of Infrastructural facilities

   a) ***Library :*** 785 books in the Department Library

   b) ***Internet facilities for Staff & Students*** : Two desktops and one laptop Computers with internet facility for staff

   c) ***Class rooms with ICT facility*** :2

   d***) Laboratories*** : Nil

31. Number of students receiving financial assistance from college, university, government or other agencies:

No.	Scholarship	2010-11	2011-12	2012-13
1	SC/ST Scholarship/Stipend	04	05	06
2	OBC	09	06	07
3	KPCR Scholarship	10	12	15

Apart from the above 53 students receive scholarships from the UGC and Government. In addition, the needy receive financial assistance from the fund set apart by the college and scholarships offered by individuals and other agencies.

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts.

1. Twelve selected UG students from the Department of Mathematics were sent to attend the UG Programme and Summer Programme organized by the Centre for Mathematical Sciences, Pala Campus sponsored by DST, New Delhi for the last three consecutive years.

2. Conducted one day Seminar on "Latex Software" on 6th August, 2005. Mr. Jaabir, Dept. of Computer Science, University of Calicut was the resource person.

3. A Discussion on " Spearmen's Lemma" on 18th August, 2005. Prof. B.D.Acharya led the discussion.

4. One day seminar on ' Labeling in Graph Theory' was held on 25th March, 2006. Dr. S.M. Hegde, DST nominee took the classes.

5. Conducted one day Seminar on 'Current Trends and Career Development in Mathematics' on 30th November, 2006. Prof. S. B. Rao, ISI Calcutta was the Resource Person.

6. Conducted one day Seminar on 'Ways and Means for Facing Competitive Examinations' on 11th February, 2007. Mr Sudheesh Kumar C., L.I.C. Kalpetta was the Resource Person.

7. Conducted one day Regional Seminar for students on 24-07, 2008. Prof. A.M. Mathai explained "Principles of Real Analysis"

8. Conducted one day Regional Seminar on "Probability Theory" by Prof. A.M. Mathai, on 25-07, 2008.

9. On day Seminar on "Probability and Mathematical Expectations" on 10-02-2009. Prof. A.M. Mathai, Director, CMS Pala was the resource person.

10. Conducted seminar on "Linear Algebra" on 14-15, July,2009. Prof. A.M. Mathai, Director, CMS Pala was the resource person.
11. Conducted a one day seminar on "Limits and Continuity" on 24th October, 2010. Mr. Eswaran Namboothiri, Dept. of Mathematics, and Mr. Shahul Hameed, Dept. of Mathematics, Govt. Brennan College, Thalassery were the resource persons.
12. Conducted Regional Seminar on 21-22 July, 2010. Prof. A.M. Mathai explained the basic principles of limit, continuity and differentiability .
13. Conducted a Seminar on Limits and Continuity on 2-3 September, 2010. Prof. A.M. Mathai was the Resource Person.
14. International Workshop on Set-valuations, signed graphs and Geometry and Applications on 2-6, September, 2011.
15. Conducted a Seminar on "Application of Mathematical Methods and Career Aspects of Mathematics" on 17th October, 2012. Dr. Sarath Sasi, Mississipi State University, U.S.A. was the Resource Person.

33. Teaching methods adopted to improve student learning:
- ICT enabled Teaching Learning
- Remedial Classes.
  Seminars Presentations
- Group Discussions.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities
- Students of the Department have been active in NSS, NCC, the College Union and the activities of various Clubs and Associations.
- The students also participate in various community activities organized by AICUF, Jesus Youth etc. Every year they visit and organize programmes to entertain the inmates at the Old Age Home, *Samaritan Bhavan*.
- Department has been conducting coaching classes and equipping the High School and Plus Two students to appear for the Regional Olympiad during last five years.
- Conducted Mathematics Olympiad for Students from different schools in Wayanad on 26-27 August, 2005.
- II semester PG. Students conducted Quiz Programme for UG Students on 14-08-07.
- Conducted an Intercollegiate Mathematics Quiz Competition for students in Kannur University on 22nd September, 2007.
- Conducted Mathematics Olympiad (Test) for Higher Secondary and High School students in Wayanad on 14th October, 2007.
- Conducted an Intercollegiate Mathematics Quiz Competition on 24-07-2008
- Second year Mathematics students participated in the 11th Undergraduate Mathematics Training Camp at CMS Pala Campus on 21-30 August 2010.

- Conducted a Mathematics Olympiad for School Students on 10-11 July 2010.
- Conducted Mathematics Olympiad for Higher secondary and High School students on 24th September, 2011.
- Conducted Mathematics Olympiad for Higher Secondary and High School students on 20th October, 2012.

35. SWOC analysis of the department and Future plans
Strength:
- Mathematical Research Centre and its activities
- Academic collaboration with reputed Institutions
- Teaching and learning at UG, PG and Research level
- Relevant curriculum and syllabi.
- Faculty is actively engaged in research.
- ICT enabled teaching and learning.
- Effective Mentoring and Career & Guidance system.
- Regular industry tie-up

Weakness:
- Students are first generation learners, hailing from rural background and with lack of Communication skill and soft skill.
- Geographical isolation that constrains the access to experts and other institutional services.
- Unsatisfactory entry level behavior of students.

Opportunity:
- Educational empowerment of the rural and tribal students.
- More research findings in Mathematical problems

Challenges:
- Tribal, backward and rural area.
- Poor academic and financial background of the students and parents.

Future Plans :
1. Organize Regional /National/ International Seminars/ Workshops / Group Discussions at least one each in every year.
2. Continue Mathematics Olympiad for High School/Higher Secondary Schools.
3. Organize the Gifted Students Programme for High School/ Higher Secondary School students.
4. Conduct Coaching for Competitive Examinations (NET /JRF/ GATE/CSIR).
5. Encourage 100% PhD the faculty members.
6. Avail more projects from various funding agencies DST/UGC/KSCSTE.
7. To Publish more Research Papers in Reputed Journals.

3. DEPARTMENT OF ZOOLOGY

1. *Name of the Department* : **Zoology**
2. *Year of Establishment* : 1995
3. *Names of Programmes/Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):*
   a. B Sc Zoology Core Course with Biological Techniques and Chemistry as Complementary Courses
   b. PhD in Zoology of Kannur University
4. *Names of Interdisciplinary courses and the departments/units involved:*
   a. Certificate Courses for the students of all Departments
   b. Open Courses for the V and VI Semester students of all Departments
5. *Annual/ semester/choice based credit system (programme wise)*: B Sc Zoology; Choice based Credit and Semester System (CCSS).
6. *Participation of the Department in the courses offered by other departments:*
   a. Students participate in the Certificate Courses and Open Courses 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*

	Sanctioned	Filled
Professors		
Associate Professors	04	04 (of which one is in charge of the Department of Biological Techniques)
Asst. Professors	--	--

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
Ms. Mercy Ignatius	MSc, M Phil, B Ed (PhD thesis submitted)	Associate Professor	Entomology	18	Nil

Dr P K Prasadan	MSc, PhD, NET	Associate Professor	Parasitology and Biodiversity	17	One
Ms. Nirmala Borgia	MSc, M Phil, B Ed	Associate Professor	Endocrinology	17	Nil
Dr Sudha Devi A R*	MSc, M Phil, Ph D	Associate Professor	Reproductive Physiology	16	Two

* Teacher in charge of the Department of Biological Techniques

11. *List of senior visiting faculty*: Nil
12. *Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty*: B Sc : 0; PhD: 0 (This academic year)
13. *Student -Teacher Ratio (programme wise) UG*: 1:25
14. *Number of academic support staff (technical) and administrative staff; sanctioned and filled*: One Lab Attendee
15. *Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.*

No	*Name*	*Qualification*
1	Ms Mercy Ignatius	MSc, M Phil, B Ed (PhD thesis submitted)
2	Dr P K Prasadan	MSc, Ph D, NET
3	Ms Nirmala Borgia	MSc, M Phil, B Ed
4	Dr Sudha Devi A R (Teacher-in-charge of Biological Techniques Department)	MSc, M Phil, Ph D

16. *Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:*
    1. Ms Mercy Ignatius: One UGC funded Minor Research Project completed
    2. Dr P K Prasadan: One UGC funded Minor Research Project completed; One sanctioned and One Major Research Project Proposal submitted for Assistance.
17. *Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received*
    a. UGC: Total Grants Received: 3,50,000
    b. KSCSTE: Total Grant Received: 8,22,800
18. *Research Centre /facility recognized by the University:* Zoology Department is a recognized Research Centre of Kannur University
19. *Publications:*
    * *a) Publication per faculty*
        ▪ Ms Mercy Ignatius: 03 (Three)
        ▪ Dr P K Prasadan: 17 (Seventeen)
        ▪ Ms Nirmala Borgia: Nil

∗ *Number of papers published in peer reviewed journals (national/ international) by faculty and students*
- ▪ *Teachers:* 25
- ▪ *Students:* 0

∗ *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.):* 25

∗ *Monographs:* Nil
∗ *Chapter in Books:* Nil
∗ *Books Edited* : Nil
∗ *Books with ISBN/ISSN numbers with details of publishers:* Nil
∗ Citation Index: Nil
∗ SNIP: Nil
∗ SJR: One Research Paper
∗ Impact factor: 09 Research Papers
∗ h-index :
  - o Dr P K Prasadan
    - ▪ 1989. Arch. Protistenkd. (**Germany)** Impact factor: **3.329 in 2010; H Index-44**
    - ▪ 1991. Journal of Helminthology (**London**). Impact factor: **1.38 in 2013; H Index-30**
    - ▪ 1992. Acta Protozool (**Poland**). Impact factor: **1.317 in 2011; H Index-23**
    - ▪ 1995. Acta Protozoologica (**Poland**). 34: 311-317. Impact factor: : **1.317 in 2011; H Index-23**
    - ▪ 1995. Acta Societes. Zoologicae Bohemoslovenicae (**Chzechoslovakia**). Impact factor: **0.923; H Index-**
    - ▪ 1996. Acta Protozoologica (**Poland**). Impact factor: **1.317 in 2011; H Index-23**
    - ▪ 2001. Acta Protozoologica (**Poland**). Impact factor: **1.317 in 2011; H Index-23**
    - ▪ 2013 Journal of Environmental Biology (India). **Imp factor: 0.6**

20. Areas of consultancy and income generated:

All consultancy services are rendered on a voluntary basis and, therefore, no income has been generated.

The following consultancy services are provided:
- ▪ Identification of Animal Specimens
- ▪ Consultancy on Biological Techniques for Research Work

- Consultancy on construction of Science Laboratories
- Consultancy on Mushroom Cultivation
- Consultancy on preparation of Biological Projects, Teaching Aids.
- Consultancy on preparation of Project Proposals
- Consultancy on Project work of UG and PG Students in Science Subjects
- Consultancy on Scientific Editing

21. *Faculty as members in*
    a) *National committees*
       Ms Mercy Ignatius
              Member, Research Council, Dr T C Narendran Trust
       Dr P K Prasadan:
       1. Life Member, Indian Society for Parasitology.
       2. Life Member, Energy Conservation Society of India.

    b) *International Committees*
       Dr P K Prasadan:
              Life Member, OISCA International (NGO with Consultative Status
              of UN).
    c) *Editorial Boards:*
       Dr P K Prasadan
              Member, Editorial Board of Scientific Journal - Biochemical & Cellular Archives.
    d) *Others:*

       Pl refer Annexure P for details
22. *Student projects*
    a) *Percentage of students who have done in-house projects including inter departmental/programme:* 100% students when they reach the third year
    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*
       a. Dr K V Rajendran, Principal Scientist, CIFE, Mumbai
       b. Dr M Nasser, Associate Professor of Zoology, University of Calicut
       c. Dr Godavarma Girishvarma, Associate Professor, KVASU
       d. Prof K P Janardanan, University of Calicut
       e. Prof Jim Chacko, University of Maine, USA
       f. Dr Anil K, Associate Professor, SN College, Kannur
25. *Seminars/ Conferences/Workshops organized & the source of funding*
    a)*National*

b)*International*

26. *Student profile programme/course wise (Average of the past four years)*

Name of the Course/programme (refer question no. 4)	Applications Received	Selected	Enrolled *M	*F	Pass percentage
B Sc Zoology	386.75	32	24	8	89
Ph D Zoology	6	6	3	3	--

*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
B Sc Zoology	100	--	--
Ph D Zoology	100	--	--

28. *How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.*

NET: 3
SET: More than 30
TET: 1

29. Student progression

Student Progression	Against % Enrolled
UG to PG	**60%**
PG to M.Phil.	**N A**
PG to Ph.D.	**03**
Ph.D. to Post-Doctoral	--
Employed	65%
• Campus selection	--
• Other than campus recruitment	100%
Entrepreneurship/Self-employment	NA

30. *Details of Infrastructural facilities*

a) *Library* : Central Library

b) *Internet facilities for Staff & Students* : Free Internet facility at NRC for Students and in the Staff Room for Teachers

c) *Class rooms with ICT facility*: Out of the three classrooms two are ICT enabled (One with smart Board)

d) *Laboratories*: One Student lab for UG students and one well equipped research Lab, attached to the Biological Techniques Lab, for researchers.

31. *Number of students receiving financial assistance from college, university, government or*

No.	Scholarship	2010-11	2011-12	2012-13

1	SC/ST Scholarship/Stipend	*04*	*05*	*06*
2	OBC	*10*	*06*	*07*
3	KPCR Scholarship	*10*	*12*	*15*

Apart from the above 44 students receive scholarships from the UGC and Government. In addition, the needy receive financial assistance from the fund set apart by the college and scholarships offered by individuals and other agencies.

PhD: 1-UGC Moulana Azad Fellowship; 1-KSCSTE Research Fellowship; 1-Kannur University Fellowship.

32. *Details on student enrichment programmes (special lectures/workshops / seminar) with external experts:*
   a. A Seminar on Common Eye Disease s and the Use of Laser Technology: Dr Ruby, Ophthalmologist, Manathavady Govt Hospital on 16-12-2008.
   b. Personality Development by Dr Joslet Mathew, Principal, Nirmalagiri College on 08-10-2009.
   c. A Seminar on Addiction and De-addiction by Sri. Johnson Joseph,Co ordinator, Arogya Keralam on 30-07-2010.
   d. Expert Lecture on Seasonal Communicable Diseases by Dr Vijayakrishnan, MD, Jyothi Hospital, Mananthavady on 31-07-2010.
   e. Zoofest-2010. Photo exhibition and Quiz Competition for the Higher Secondary School Students on 1-12-2010.
   f. An Expert Lecture by Dr V Sivan, Scientist, MS Swaminathan Research Foundation on 1-12-2010

33. *Teaching methods adopted to improve student learning:*
   a. Interactive learning methods.
   b. Individual and group assignments, seminars, paper presentations etc.
   c. Discussions on contemporary issues and extend teaching to areas outside the syllabi.
   d. ICT enabled Teaching Learning
   e. Remedial Classes.

34. *Participation in Institutional Social Responsibility (ISR) and Extension activities:*
   a. Faculty Members are Co-ordinators of various Clubs/Organizations and Associations of the College such as NSS, Bhoomitrasena Club, Save Green Club, Tourism Club, AICUF etc.

35. *SWOC analysis of the department and Future plans*
Strength:
   - All Faculty members have research experience (2 with PhD; 1 submitted PhD thesis and 1 with M Phil).
   - Faculty having exposure in Institutions of Higher Learning (Ms Mercy Ignatius did research at Zoological Survey of India; Dr P K Prasadan did Post Doctoral Research at Bangalore University and was the founder

Course Director of the Department of Zoology of Kannur University-on Deputation).

- All Faculty are Members of Academic Bodies of the affiliating University (Ms Mercy Ignatius and Ms Mary Nirmala Borgia-Members of UG Board of Studies in Zoology; Dr P K Prasadan – Chairman Doctoral Committee, Co-ordinator PhD coursework programme, Member of PG and UG Board of Studies, Founder Campus Director of Mananthavady Campus of Kannur University and Member of the first Academic Council;).
- Well equipped Research Laboratory attached to the Biological Techniques Lab.
- ICT support in the Classroom.
- WiFi facility with high speed internet connectivity
- Effective Mentoring System
- 75% Teachers have Research Projects

Weakness:
- The syllabus is extensive in the Credit and Semester System.
- Students are first generation learners, hailing from rural background and with lack of Communication skill and soft skill.

Opportunities:
- Being the only College in Wayanad District that offers Zoology at Graduate Level, the Students of this Department have ample scope for growth and Development.
- The College, being situated very close to the Wayanad Wildlife Sanctuary, a part of Western Ghats, the students have excellent opportunities for observing endemic animals and plants.

Challenges:
- Policy of the State Govt, not to sanction PG Courses in the aided stream in Private Colleges.
- Academic remoteness
- Insufficient public transportation system.

Future Plans:
  ➢ To explore the possibility of getting PG Course in Zoology.
  ➢ To organize a minimum of one National Seminar per year.
  ➢ To organize International Seminar/Workshop once in two years.
  ➢ To submit Research Project Proposals to funding agencies.
  ➢ To offer more Add On Courses on various aspects of Economic Zoology.

4. DEPARTMENT OF COMPUTER SCIENCE

1. *Name of the Department* : Computer Science
2. *Year of Establishment* : 1995
3. *Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)* : B. Sc Computer Science
4. *Names of Interdisciplinary courses and the departments/units involved* : Nil
5. *Annual/ semester/choice based credit system (programme wise)* : Choice based Credit System.
6. *Participation of the department in the courses offered by other Departments* : Complementary Course for the BSc Mathematics, BSc Chemistry and B Com Degree Programmes.
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		
Associate Professors		
Asst. Professors	05	05

10. *Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.)*

Name	Qualific ation	Designation	Specialization	No. of Years of Experienc e	No. of Ph.D. Students guided for the last 4 years
Dr Thomas Monoth	M.Sc., MPhil, Ph.D	Assistant Professor	Information Security	11	
Ms Jisha T. E	M.Sc., MPhil	Assistant Professor	Natural Language Processing	11	
Ms Lisha A	MCA	Assistant Professor	Database Management Systems	02	
Mr Bibin Jose	MCA	Assistant Professor	Programming Languages	02	
Mr Sabu O.J	M. Sc	Assistant	Programming	02	

		Professor	Languages		

11. *List of senior visiting faculty* : Nil
12. *Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty* : 17.5
13. *Student -Teacher Ratio (programme wise) :* 1:25
14. *Number of academic support staff (technical) and administrative staff; sanctioned and filled:* One Technical Assistant
15. *Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.*

No	*Name*	*Qualification*
1	Dr Thomas Monoth	MSc., MPhil, PhD
2	Ms Jisha T.E	M.Sc., MPhil
3	Ms Lisha A	MCA
4	Mr Bibin Jose	MCA
4	Mr Sabu O.J	MSc
5	Ms Joshly Jose (Guest Faculty)	MCA

16. *Number of faculty with ongoing projects from a) National b) International funding agencies and grants received* : 02 (Funded by UGC)
17. *Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received :* 03 Projects; Rs. 2,45,000.00 (UGC, 3 MRPs)
18. *Research Centre /facility recognized by the University :* NA
19. *Publications:*
    * a) *Publication (faculty)* :03
    * *Number of papers published in peer reviewed journals (national / international) by faculty and students* : 03
    * *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.) :* 04
    * *Monographs*: Nil
    * *Chapter in Books* :02
    * *Books Edited :* Nil
    * *Books with ISBN/ISSN numbers with details of publishers:* Nil
    * *Citation Index* :03
    * *SNIP:* Nil
    * *SJR:* Nil
    * *Impact factor:* Nil
    * *h-index* :02
20. *Areas of consultancy and income generated :* Consultancy services are provided free of cost
21. *Faculty as members in*
    *a) National committees b) International Committees c) Editorial Boards….*Nil

22. **Student projects**
    a) *Percentage of students who have done in-house projects including inter departmental/programme* : 100 %
    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* :
    a. **Faculty**: Nil
    b. **Students**:
24. *List of eminent academicians and scientists/ visitors to the department* : Nil
25. *Seminars/ Conferences/Workshops organized & the source of funding*
    a) *National*: 01, funded by UGC
    b) *International*: Nil
26. *Student profile programme/course wise (average of the past four years)*

Name of the Course/programme	Applications received	Selected	Enrolled *M *F	Pass percentage
B.Sc. Computer Science	263.7	32	15 17	80.2

    *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
B.Sc. Computer Science	100	0	0

28. *How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc*. : 01
29. *Student progression*

Student progression	Against % enrolled
UG to PG	60%
PG to M. Phil.	N A
PG to Ph.D.	N A
Ph.D. to Post-Doctoral	N A
Employed	65%
• Campus selection	15%
• Other than campus recruitment	85%
Entrepreneurship/Self-employment	--

30. *Details of Infrastructural facilities*
    a) *Library* : The Central Library has a collection of nearly 1000 volumes of text books and 2 journals.

b) ***Internet facilities for Staff & Students*** : Broadband Internet connectivity for the Staff in the Department and for the students in the NRC.

c) ***Class rooms with ICT facility***   : 02

d) ***Laboratories***   : 02 Computer Labs

31. ***Number of students receiving financial assistance from college, university, government or other agencies*** :

No.	Scholarship	2010-11	2011-12	2012-13
1	SC/ST Scholarship/Stipend	11	13	13
2	OBC	-	-	3
3	KPCR Scholarship	10	11	16

Apart from the above 36 students receive scholarships from the UGC and Government. In addition, the needy receive financial assistance from the fund set apart by the college and scholarships offered by individuals and other agencies.

32. ***Details on student enrichment programmes (special lectures / workshops / seminar) with external experts*** :
    a. Organized *IT Mela* and Quiz Competition for the Higher Secondary students of Wayanad district.
    b. The Department organized invited lectures by software engineers and experts in the field of Computer Science.

33. ***Teaching methods adopted to improve student learning***:
    - The faculties as well as students of the department have been using the audio-visual lab for lecture classes and seminar presentation.
    - ICT enabled teaching learning.

34. ***Participation in Institutional Social Responsibility (ISR) and Extension activities*** : Nil
    Faculty Members are Co-ordinators of various Clubs/Organizations and Associations of the College such as NSS, Tourism Club, AICUF etc.

35. ***SWOC analysis of the department and Future plans*** :

Strength:
- Relevant Curriculum and Syllabi.
- Faculty are actively engaged in Research.
- Well equipped Computer labs with Networks.
- ICT enabled Teaching and Learning.
- Effective Mentoring System.
- Regular Industry tie-up

Weakness:
- No PG and Research Programmes.
- Poor Academic and financial background of the students.

Opportunity:
- To serve educationally disadvantaged sections of the community.
- To provide opportunity for technology updation of the College and community.

Challenges:
- Tribal, backward and rural area.
- Poor academic and financial background of the students and parents.
- No industry and few HE opportunities.

Future Plans:
- To set up Research Centre in Computer Science.
- To start PG programme in Computer Science
- To submit proposals to organize Conferences/Seminars and to undertake research projects.
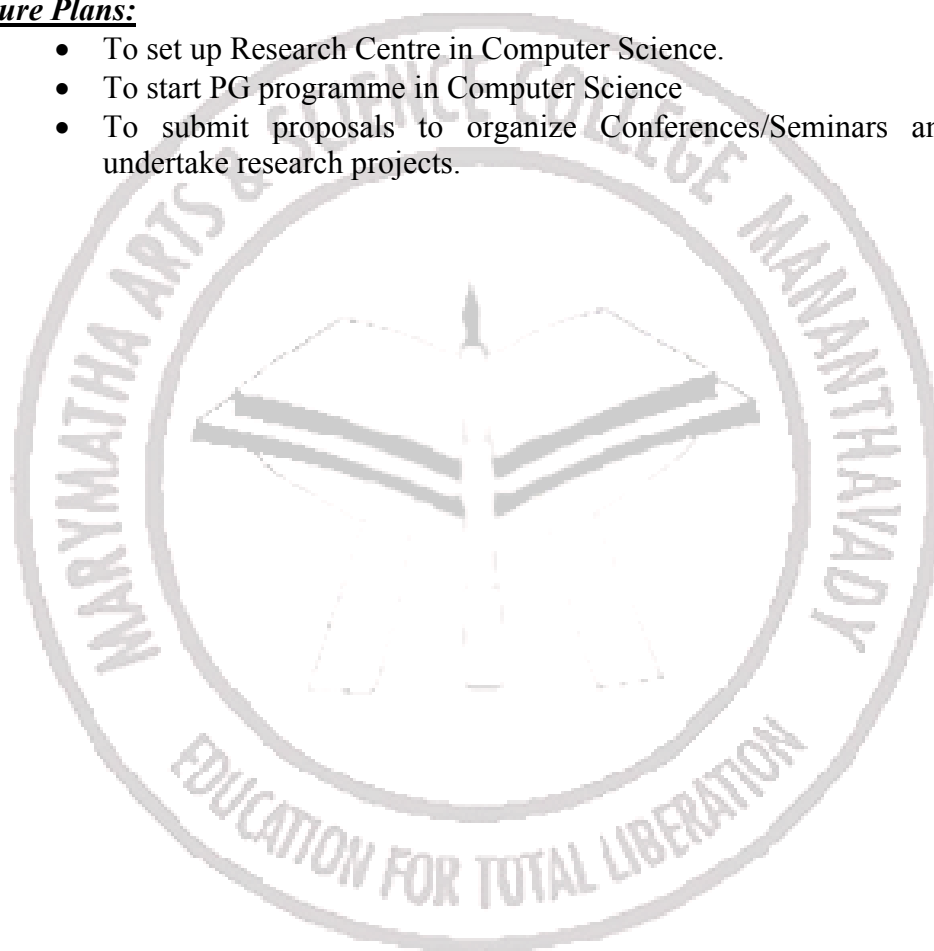
5. DEPARTMENT OF CHEMISTRY

1. ***Name of the Department*** : Chemistry
2. ***Year of Establishment*** : 1995 (to offer Complementary Subject)
3. ***Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)*** UG, B Sc (Started in 2005)
4. ***Names of Interdisciplinary courses and the departments/units involved***
   Open Course 1. Chemistry in Everyday life   2. Food Science 3. Environmental Studies
5. ***Annual/ semester/choice based credit system (programme wise)***
   Choice based credit semester system implemented in 2009 (for UG programme)
6. ***Participation of the department in the courses offered by other departments***
   Complementary Course to B Sc Zoology Course of the Dept. of Zoology
7. ***Courses in collaboration with other universities, industries, foreign institutions***
   Nil
8. ***Details of courses/programmes discontinued (if any) with reasons***
   No
9. ***Number of Teaching posts***

	Sanctioned	**Filled**
Professors	Nil	Nil
Associate Professors*	One	One
Asst. Professors	Nil	Nil
Guest Faculty	03**	03**

*   The Department offers Complementary Course to the B Sc Zoology Course
     (aided)

** The Department offers B Sc Chemistry in Self Financing stream and hence the three Assistant Professors are Guest Faculty appointed by the Management

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*
1. Dr. Rajeev	MSc, B Ed, M Phil,	Associate Professors	Inorganic Ion	18	Nil

Thomas	PhD		Exchange Materials		
2. Ms Jisha PC	MSc, BEd,	Guest Faculty	Nil	01	Nil
3.Ms Manjusha Mohan	MSc, BEd,	Guest Faculty	Nil	Nil	Nil
4.Ms Srijina PS	MSc, BEd,	Guest Faculty	Nil	Nil	Nil

11. *List of senior visiting faculty*   Nil
12. *Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:*   75%
13. *Student -Teacher Ratio (programme wise)* 1:25
14. *Number of academic support staff (technical) and administrative staff; sanctioned and filled*
    One , Mr Jojo Makkel
15. *Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.*

No	Name	Qualification
1	Dr. Rajeev Thomas	M Sc, B Ed, M Phil, Ph D
2	Ms Jisha PC	M Sc ,B Ed
3	Ms Manjusha Mohan	M Sc, B Ed
4	Ms Srijina PS	M Sc ,B Ed

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*:   UGC MRP Amount Rs 25000/
18. *Research Centre /facility recognized by the University*
    Nil
19. *Publications:*
    a*. Publication per faculty*
    * *Number of papers published in peer reviewed journals (national / international) by faculty and students :* Six
    b. *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.)Nil*
    c. *Monographs:* Nil
    d. *Chapter in Books:* Nil
    e. *Books Edited :* Nil
    f. *Books with ISBN/ISSN numbers with details of publishers:* Nil
    g. *Citation Index :* Nil

  h. *SNIP:* Nil

  i. *SJR:* Nil

  j. *Impact factor :* Nil

  k. *h-index :* Nil

20. *Areas of consultancy and income generated :* Testing of water, soil. Consultancy in Chemical Research. Consultancy is given free of cost.

21. **Faculty as members in**

 a) *National committees:*

   Dr Rajeev Thomas: Life Member, Indian Council of Chemists

 b) *b) International Committees* : Nil

 c) *c) Editorial Boards….*: Nil

22. **Student Projects**

 a) *Percentage of students who have done in-house projects including inter departmental/programme* : 100%

Department of Chemistry has under taken Four Projects

 1. Testing & Quality analysis of the soil in different place of the Vellamunda Panchayath

 2. Determination of Caffeine content of Tea powder available in different brands in the market

 3 . Quality Analysis of different edible oil like gingelly oil, coconut oil, olive oil

  etc. by Determining the parameters of oil values.

 4 Testing & Quality Analysis of the water in different places in the Payyampally Village

 d) *Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies:* 20%

23. **Awards/ Recognitions received by faculty and students**

 Nil

24. **List of eminent academicians and scientists/ visitors to the department**

 • Dr Jaya Kumar, Director CWRDM, Calicut

 • Dr. P Raveendran, Associate Professors, Dept. of Chemistry, Calicut University

25. **Seminars/ Conferences/Workshops organized & the source of funding**

 a) *National*: One (funded by UGC)

 b)*International* : Nil

26. **Student profile programme/course wise (average of the past four years):**

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled *M *F		Pass percentage
B Sc Chemistry	1534	20.75	4	17	84

 *M=Male F=Female

27. **Diversity of Students**

- Use of ICT in teaching
- Blended learning,
- Expert Lectures
- Group Dynamics
- Interactive learning

33. Participation in Institutional Social Responsibility (ISR) and Extension activities

Faculty Members are Co-ordinators of various Clubs/Organizations and Associations of the College such as NCC, Tourism Club, AICUF etc

Testing & Quality Analysis of the water, soil and edible oil

34. SWOC analysis of the department and Future plans

Strength:

- Well equipped Chemistry Lab with state of art facilities.
- ICT enabled teaching and learning.
- Effective Mentoring System
- Regular Industry Tie-up

Weakness:

- Unsatisfactory entry level behavior of students.
- Low proficiency in Communicative English of students at entry level
- The syllabus is extensive in the Credit and Semester System.
- Policy of the State Govt, not to sanction PG Courses in the aided stream in Private Colleges.
- Academic remoteness

Opportunities:

- Educational empowerment of the rural and tribal students.
- Development of communicative skills of the students

Challenges:

- Inadequate exposure of the students.
- Socio-economic and educational backwardness.

Future Plans :

- ➢ To explore the possibility of getting PG Course in Chemistry.
- ➢ To organize a minimum of one National Seminar per year.
- ➢ To organize International Seminar/Workshop once in two years.
- ➢ To submit Research Project Proposals to funding agencies.

6. DEPARTMENT OF COMMERCE

1. ***Name of the Department*** : Commerce
2. ***Year of Establishment*** : 2001
3. ***Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) :*** UG –B.Com
4. ***Names of Interdisciplinary courses and the departments/units involved*** :Open Courses.
5. ***Annual/ semester/choice based credit system (programme wise) :*** choice based credit system
6. ***Participation of the department in the courses offered by other departments*** : Open Courses, Complementary Courses, Certificate Courses etc.
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	0	0
Asst. Professors	3	3

10. ***Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)***

Name	Qualification	Designation	Specilization	No. of Years of Experience	No. of Ph.D. Students guided
Mr Regi Francis	M Com , B Ed UGC-NET	Assistant Professor	Finance and Computer Application	2	0
Ms Rajitha Xavior	M Com, UGC-NET,	Assistant Professor	Finance and Computer Application	2	0
Ms Ramya Krishnan M	M Com, M Phil, UGC-NET with JRF,	Assistant Professor	Finance	2	0

11. ***List of senior visiting faculty:***
    1. Prof. Chakkochan Vattamattam, Pazhassiraja College Pulpally
    2. Prof. K Abdul Salam, Govt College, Mananthavady
    3. Prof Joy Josheph, , Bharathmatha College Trikkakara

12. *Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty* : 0
13. *Student -Teacher Ratio (programme wise)* : l:50
14. *Number of academic support staff (technical) and administrative staff; sanctioned and filled* : 0
15. *Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.*

No	Name	Qualification
1	Ms Ramya Krishnan M	M Com, M Phil NET
2	Mr Regi Francis	M Com, UGC-NET,
3	Ms Rajitha Xavior	M Com , B Ed UGC-NET

16. *Number of faculty with ongoing projects from a) National b) International funding agencies and grants received* : 3 MRP
17. *Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received* : 3- MRP – from UGC , Rs.3, 40,000/-
18. *Research Centre /facility recognized by the University* : Nil
19. *Publications:*
    * a) *Publication per faculty*
    1. Ms. Ramya Krishnan – 05

Number of papers published in peer reviewed journals (national /) by faculty and students – 05

20. *Areas of consultancy and income generated* :-Accounting and Finance; Consultancy is given free of cost.
21. *Faculty as members in*
    a) National committees b) International Committees c) Editorial Boards: Nil
22. *Student projects*
    a) *Percentage of students who have done in-house projects including inter departmental/programme:* 100%
    b) *Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies*: 80 Projects during the last two years
23. *Awards/ Recognitions received by faculty and students :*
    Students **:**
    - 12 students participated in the COMET -2011 and won first prize in the Group game' HYDRA'.
    - Mr Shibin Sebastian has been selected for the Best Entrepreneur
    - Mr Ali P, Ms Anet Babu and Mr Anees A V won the Third Place in Marketing Game in the LE- EMPEROZ' 12 at M G College Iritty.
    - Mr Deepak Babu won the Photography Contest organized by the

Radio Mango in association with the Munnar Resorts & Nature Club.

24. *List of eminent academicians and scientists/ visitors to the department*

1. Prof Joy Joseph, Head, Department of Commerce (Rtd), Bharathmatha College Trikkakara.
2. Prof. K Abdul Salam , Head, Department of Commerce, Govt. College Mananthavady.
3. Prof. Chakkochan Vattamattam, Pazhassiraja College, Pulpally.
4. Mr Saneesh C, Assistant Professor, Sree Vyasa NSS College, Vadakamchery.
5. Mr Santhosh Kumar C.G, Assistant Professor, WMO Arts and Science College Muttil.

25. *Seminars/ Conferences/Workshops organized & the source of funding* : Nil
   a) National : Nil
   b) International: Nil

26. *Student profile programme/course wise(average of 4years):*

Name of the Course/programme (refer question no.3)	Applications received	Selected	Enrolled *M *F	Pass percentage
B.Com	429	45.5	28 17.5	80.75

*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
B.Com	100	--	--

28. *How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. :* Nil

29. *Student progression*

Student progression	Against % enrolled
UG to PG	**70**
PG to M.Phil.	**2**
PG to Ph.D.	**--**
Ph.D. to Post-Doctoral	--
Employed	20
• ***Campus selection***	--
• ***Other than campus recruitment***	100
Entrepreneurship/Self-employment	10

30. *Details of Infrastructural facilities*

a) ***Library*** : The Central Library has a collection of nearly 1000 volumes of Text Books and 2 journals.

b) ***Internet facilities for Staff & Students*** : Staff Room, and NRC

c***) Class rooms with ICT facility:*** Two Classrooms

d***) Laboratories*** **:** Nil; For Complementary Subject, Students Utilize the services of the Computer Lab.

31. *Number of students receiving financial assistance from college, university, government or other agencies:*

No.	*Scholarship*	*2010-11*	*2011-12*	*2012-13*
1	SC/ST Scholarship/Stipend	02	10	17
2	OBC	-	06	15
3	KPCR Scholarship	-	21	45

Apart from the above 68 students receive scholarships from the UGC and Government. In addition, the needy receive financial assistance from the fund set apart by the college and scholarships offered by individuals and other agencies.

31. *Details on student enrichment programmes (special lectures / workshops / seminar) with external experts*

- The final year students attended Career Orientation by Mr Ansar, Financial Analyst and Mr Prasanth, Librarian, Chinmaya Institute, Kannur.
- Students of the Department attended the Programme on *Latest Career Trends and Interview Skills* by Mr. Krishna Kumar, the Jet King Finishing School.
- A Seminar on Career Orientation through Commerce Education by Prof. Joy Joseph, former Head, Department of Commerce, Bharathmatha College Trikkakara on 30.09.2012.
- Mr Santhosh Kumar C G, Assistant Professor in Mathematics, WMO College, Muttil, delivered a Demonstration Lecture on Quantitative Aptitudes on 10/ 11/2012.
- Mr. Saneesh C, Assistant Professor in Commerce, NSS College, Ottapalam led a Workshop on '*Financial Education for Young Investors'* on 18/02/2013.

32. *Teaching methods adopted to improve student learning:*

- Blended learning, Expert Lectures
- Group Dynamics
- Interactive Learning

33. *Participation in Institutional Social Responsibility (ISR) and Extension activities*:
- Mythri Community Development Programme
- Master Mind Quiz Programme for Higher secondary students

34. *SWOC analysis of the department and Future plans*

Strength
- Relevant Curriculum and Syllabi
- Experienced and Research Oriented Teachers
- Effective Mentoring System
- Good Parent Teacher Relationship
- Supporting Alumni
- Career Orientation

Weakness
- Unsatisfactory Entry Level Behavior of Students
- Inadequate Resource Mobilization
- Insufficient Tie-ups between Industry and the Institution.

Opportunity
- Strategic Alliance with Industries
- Better Career Opportunities
- Consultancy and Extension Service by Faculty Members

Challenges
- Poor Socio-economic and Educational Background of the Students
- Changes in the Attitudes of Students

Future plans:
- Start Postgraduate Course
- Operate more Minor and Major Research Projects
- Organize more Regional, State, National Level Seminars/ Workshops
- Complete Ph. D Degree by Faculty Members
- Setting up of Commerce Lab
- Enhance the Percentage of Campus Placement and Industry Interface.

7. DEPARTMENT OF JOURNALISM

1. *Name of the Department* : **Journalism**
2. *Year of Establishment* : 1995
3. *Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)I:* Complementary subject of the BA Functional English Course
4. *Names of Interdisciplinary courses and the departments/units involved:* NA
5. *Annual/ semester/choice based credit system (programme wise):* Choice Based Credit system
6. *Participation of the department in the courses offered by other departments:* NA
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		
Associate Professors		
Asst. Professors	One	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
Dr Shaju P P	MCJ, PGDCA PhD, NET	Asst Professor	Mass Communication & Journalism	10	-

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):*Nil
14. *Number of academic support staff (technical) and administrative staff; sanctioned and filled:* Nil
15. *Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.*

No	Name	Qualification
1	Dr Shaju P P	MCJ, PGDCA, PhD, NET

16. *Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:* One (Minor Research Project Completed)

17. *Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received*: UGC (Rs. 50,000/-)

18. *Research Centre /facility recognized by the University:* Nil

19. *Publications:*
    * *a) Publication per faculty*: Nil
    * *Number of papers published in peer reviewed journals (national / international) by faculty and students* : Nil
    * *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.)*: Nil
    * *Monographs*: Nil
    * *Chapter in Books*: Three
    * *Books Edited:* Nil
    * *Books with ISBN/ISSN numbers with details of publishers*: Nil
    * *Books published:* Six
    * *Citation Index:* Nil
    * *SNIP:* Nil
    * *SJR:* Nil
    * *Impact factor:* Nil
    * *h-index:* Nil

20. *Areas of consultancy and income generated*
    a. Media Studies and Journalism (Free Service)

21. *Faculty as members in*
    a) *National committees b) International Committees c) Editorial Boards….*
    * Member, Editorial Board, University News, Kannur University

22. *Student projects*
    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:* Nil
    a)National
    b)International

26. *Student profile programme/course wise:* NA

Name of the Course/programme (refer question no. 4)	Applications Received	Selected	Enrolled *M *F	Pass percentage

M=Male F=Female

27. **Diversity of Students**: NA

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad

28. **How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ?** : Nil

29. **Student progression:** Nil

Student progression	Against % enrolled
UG to PG	
PG to M Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed • Campus selection • Other than campus recruitment	
Entrepreneurship/Self-employment	

30. **Details of Infrastructural facilities**
    a) Library: As a policy matter of the College, books of all subjects are maintained in the Central Library
    b) Internet facilities for Staff & Students: Free Internet Facility in the Staff Room and Faculty; Free Internet facility for students at NRC
    c) Class rooms with ICT facility: One
    d) Laboratories: Nil

31. **Number of students receiving financial assistance from college, university, government or other agencies:** NA

32. **Details on student enrichment programmes (special lectures / workshops / seminar) with external experts:** Nil

33. **Teaching methods adopted to improve student learning:**
    a. ICT enabled Teaching Learning
    b. Seminars Presentations

      c.   Group Discussions

      d.   Preparation of Magazines, Lab Newspapers

34. *Participation in Institutional Social Responsibility (ISR) and Extension activities:*

     ➢ Coordinating Media and Film Club activities of the College.

     ➢ Staff Editor of the College Magazine during 1999-2000.

     ➢ Programme Officer, National Service Scheme (NSS)

     ➢ Staff Advisor to the College Students' Union during 2000-2001, 2007-08.

35. *SWOC analysis of the department and Future plans:* NA
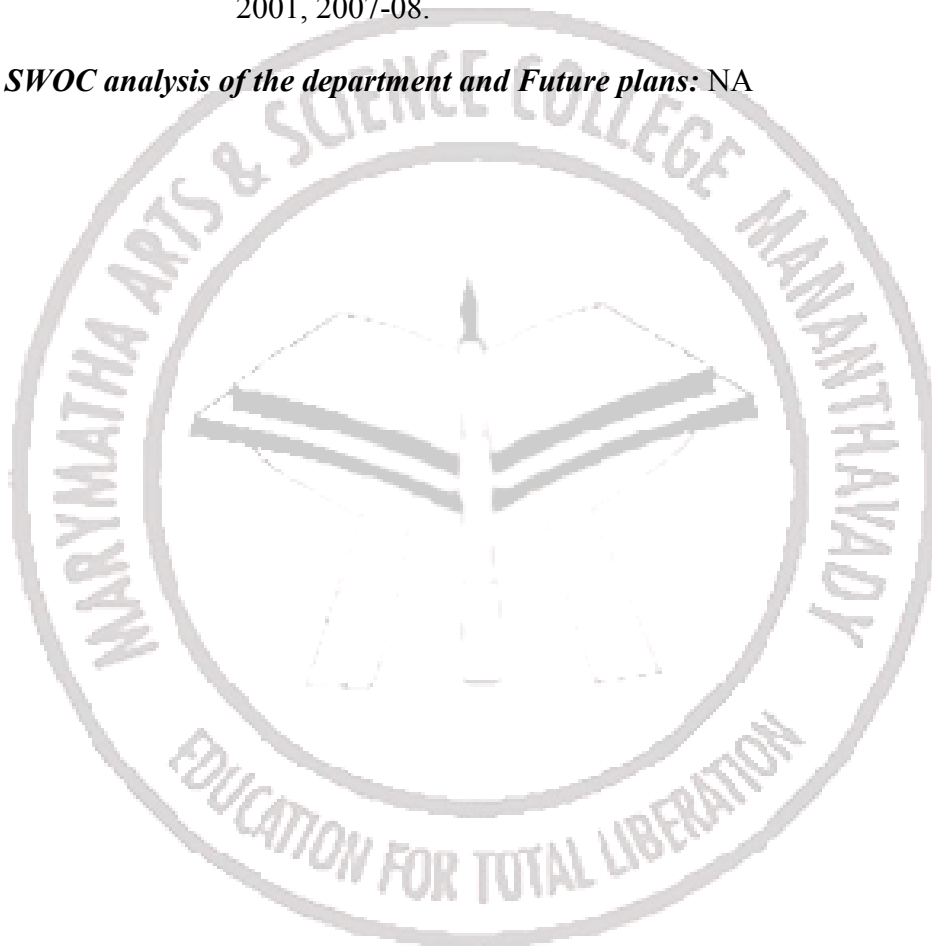
8. DEPARTMENT OF POLITICAL SCIENCE

1. *Name of the Department*:   **Political Science**
2. *Year of Establishment:*   1995
3. *Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):* Complementary subject of the BA Functional English Course
4. *Names of Interdisciplinary courses and the departments/units involved*: Nil
5. *Annual/ semester/choice based credit system (programme wise):* Choice Based Credit System
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*

	Sanctioned	**Filled**
Professors		
Associate Professors		
Asst. Professors	One	Nil
Guest faculty	One	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*
Ms Sujana P V	M A	Guest Lecturer in Pol. Science		One	-

11. *List of senior visiting faculty: Nil*
12. *Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: 100%*
13. *Student -Teacher Ratio (programme wise): 1: 40*
14. *Number of academic support staff (technical) and administrative staff; sanctioned and filled: Nil*
15. *Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.*

No	*Name*	*Qualification*

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 :**Nil
    * **Number of papers published in peer reviewed journals (national / international) by faculty and students:** Nil
    * **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.)** :Nil
    * **Monographs:** Nil
    * **Chapter in Books:** Nil
    * **Books Edited :**Nil
    * **Books with ISBN/ISSN numbers with details of publishers:** Nil
    * **Citation Index :**Nil
    * **SNIP:** Nil
    * **SJR:** Nil
    * **Impact factor:** Nil
    * **h-index :**Nil
20. **Areas of consultancy and income generated :**Nil
21. **Faculty as members in :**Nil
    a) National committees b) International Committees c) Editorial Boards….
22. **Student projects :**Nil
    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:** Nil
24. **List of eminent academicians and scientists/ visitors to the department:** Nil
25. **Seminars/ Conferences/Workshops organized & the source of funding :**Nil
    a)National
    b)International
26. **Student profile programme/course wise:** NA

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled *M *F	Pass percentage

   *M=Male F=Female
27. **Diversity of Students:** NA

Name of the Course	% of	% of students	% of students

	students from the same state	*from other States*	*from abroad*

28. **How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? :**Nil

29. **Student progression:** NA

Student progression	Against % Eenrolled
UG to PG	
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed • **Campus selection** • **Other than campus recruitment**	
Entrepreneurship/Self-employment	

30. **Details of Infrastructural facilities:**
    a) Library: As a policy matter of the College, books of all subjects are maintained in the Central Library
    b) Internet facilities for Staff & Students : Free Internet Facility in the Staff Room and Faculty; Free Internet facility for students at NRC
    c) Class rooms with ICT facility: Two
    d) Laboratories: Nil

31. **Number of students receiving financial assistance from college, university, government or other agencies:** NA

32. **Details on student enrichment programmes (special lectures / workshops / seminar) with external experts:** NA

33. **Teaching methods adopted to improve student learning:** NA

34. **Participation in Institutional Social Responsibility (ISR) and Extension activities:** NA

35. **SWOC analysis of the department and Future plans:** NA

9. DEPARTMENT OF STATISTICS

1. *Name of the Department* : **Statistics**
2. *Year of Establishment:* **:** 1995
3. *Names of Programmes / Courses offered (UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)*: Complementary Course of BSc Mathematics & BSc Computer Science
4. *Names of Interdisciplinary courses and the departments/units involved*: NA
5. *Annual/ semester/choice based credit system :* Choice based Credit System
6. *Participation of the Department in the courses offered by other departments*: NA
7. *Courses in collaboration with other universities, industries, foreign institutions, etc.* NA
8. *Details of courses/programmes discontinued (if any) with reasons*
9. *Number of Teaching posts*

	Sanctioned	*Filled*
Professors		
Associate Professors	01	01
Asst. Professors	--	--

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
Dr Geetha Antony Pullen	M Sc, PGDCA, PhD, UGC-NET with JRF	Associate Professor	Bayesian Inference	17+	Nil

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)*: NA
14. *Number of academic support staff (technical) and administrative staff; sanctioned and filled*: Nil
15. *Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.*

No	Name	Qualification
	Dr Geetha Antony Pullen	MSc, PhD, PGDCA, NET with JRF

16. *Number of faculty with ongoing projects from a) National b) International*

funding agencies and grants received: One
17. *Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received:* Two Minor Research Projects (UGC), 2,20,000/-
18. *Research Centre /facility recognized by the University:* Nil
19. *Publications:*
    * *a) Publication per faculty:* Two
    * *Number of papers published in peer reviewed journals (national / international) by faculty and students:* Two
    * *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.):* Two
    * *Monographs*: Nil
    * *Chapter in Books:* Nil
    * *Books Edited:* Nil
    * *Books with ISBN/ISSN numbers with details of publishers:* Nil
    * *Citation Index:* Two
    * *SNIP:* Nil
    * *SJR:* Nil
    * *Impact factor:* Nil
    * *h-index:* Nil
20. *Areas of consultancy and income generated:* Consultancy in Statistical Analysis. Services are provided free of cost.
21. *Faculty as members in*
    a) National committees b) International Committees c) Editorial Boards…:
Nil
22. *Student projects*
    a) *Percentage of students who have done in-house projects including inter departmental/programme:* NA
    b) *Percentage students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies:* NA
23. *Awards/ Recognitions received by faculty and students:* Nil
24. *List of eminent academicians and scientists/ visitors to the department:*
25. *Seminars/ Conferences/Workshops organized & the source of funding:* Nil
    a)National
    b)International
26. *Student profile programme/course wise:* NA

Name of the Course/programme (refer question no. 4)	*Applications received*	*Selected*	*Enrolled* *M* *F*	*Pass percentage*

M=Male F=Female
27. *Diversity of Students:* NA

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad

28. **How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. :** Nil

29. **Student progression:** NA

Student progression	Against % enrolled
UG to PG	
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed • **Campus selection** • **Other than campus recruitment**	
Entrepreneurship/Self-employment	

30. **Details of Infrastructural facilities**
    a) Library: As a policy matter of the College, books of all subjects are maintained in the Central Library
    b) Internet facilities for Staff & Students: Free Internet Facility in the Staffroom for the Faculty; Free Internet facility for students at NRC.
    c) Class rooms with ICT facility: Two
    d) Laboratories: Nil

31. **Number of students receiving financial assistance from college, university, government or other agencies:** Nil

32. **Details on student enrichment programmes (special lectures / workshops / seminar) with external experts**: Nil

33. **Teaching methods adopted to improve student learning:**
    a. ICT enabled Teaching learning
    b. Seminar presentations
    c. Problem solving
    d. Peer Group learning

34. **Participation in Institutional Social Responsibility (ISR) and Extension activities:**
    ➢ Staff Editor of College Magazine, 2005-2006.
    ➢ Coordinator, Employment Training Centre, 2004-2005,2005-2006,2006-2007.
    ➢ NAAC Working Committee Member, 2005-2006, 2010-2011, 2011-2012.

> ➢ Subject Expert in selecting teachers to the post of Lecturer in Statistics at NAM College Kallikkandy, Kannur University on 26/02/2005.
> ➢ Subject Expert in selecting teachers to the post of Lecturer in Statistics at SN Trust of Colleges, Kannur University on 17/01/2008.

35. *SWOC analysis of the department and Future plans:* NA

10. DEPARTMENT OF BIOLOGICAL TECHNIQUES

1. *Name of the Department*:   **Biological Techniques**
2. *Year of Establishment* :   1995
3. *Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):* Complementary subject of the BSc Zoology Course
4. *Names of Interdisciplinary courses and the departments/units involved*: N A
5. *Annual/ semester/choice based credit system (programme wise)* : NA
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:* The post sanctioned was in Zoology and one teacher of Zoology has been in charge of the Department. Dr P K Prasadan had been the teacher-in-charge of the Department till 2008. Dr Sudha Devi has been handling the charge since 2008.

	Sanctioned	Filled
Professors		
Associate Professors	01	01
Asst. Professors		

10. *Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)*

Name	Qualification	Design ation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr Sudha Devi A R	MSc, M Phil, PhD	Associ ate Profes sor	Crustacean Reproductive Physiology	16 +	Has been guiding two students

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):** NA
14. **Number of academic support staff (technical) and administrative staff; sanctioned and filled**: Nil
15. **Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.**

No	Name	Qualification
1	Dr Sudha Devi A R	MSc, MPhil, PhD

16. **Number of faculty with ongoing projects from a) National b) International funding agencies and grants received**: One
17. **Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received:**
    a. UGC (2 Minor Research Projects): Rs. 2,00,000
    b. KSCSTE (1 Major Research Project): Rs. 8,22,800
18. **Research Centre /facility recognized by the University:** Department of Zoology is a recognized Research Centre of Kannur University. The Research Laboratories are attached to the Biological Techniques Lab.
19. **Publications:**
    * a) **Publication per faculty :** 11
    * **Number of papers published in peer reviewed journals (national / international) by faculty and students:** 10
    * **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.):**08
    * **Monographs**: Nil
    * **Chapter in Books**: Nil
    * **Books Edited:** The proceedings of the UGC sponsored *National Conference on Techniques in Biology* organized by the Biological Techniques Department on 20-21 August 2009.
    * **Books with ISBN/ISSN numbers with details of publishers**: Nil
    * **Citation Index:** 08
    * **SNIP**: Nil
    * **SJR**: Nil
    * **Impact factor**: 03
    * **h-index**: *03*
20. **Areas of consultancy and income generated:** The consultancy services are provided free of cost and therefore no income has been generated.
21. **Faculty as members in**
    a) **National committees**
       a) Member, Indian Sericulture Society

      b) Member, Society for Reproductive Biology & Comparative Endocrinology, India
- **b) International Committees**
  - a) Member, International Crustacean Society
  - b) Member, Asian Fisheries Society
  - c) Member, Carcinological Society, Japan
  - d) Member, International Society for Zoological Sciences
- **c) Editorial Boards**
  - a) Journal of Experimental Zoology India

22. **Student projects**
    - **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**:

Dr A R Sudha Devi was invited to attend the 10th Colloquium of International Crustacean Society and to present a Research Paper. She attended the Colloquium held at Athens, Greece, and presented a Research Paper on the *Biology and Reproductive Physiology of the Freshwater Crab, Travancoriana schirnerae* on 3rd June 2012.

24. **List of eminent academicians and scientists/ visitors to the department:**
    - **a.** Prof. Dr Michael Tharakn, Vice Chancellor, Kannur University
    - **b.** Dr A P Kutty Krishnan, Pro Vice Chancellor, Kannur University
    - **c.** Dr K V Rajendran, Principal Scientist, CIFE, Mumbai
    - **d.** Dr Goda Varma Girish Varma, Associate Professor, Kerala Veterinary & Agricultural Sciences University, Wayanad.
    - **e.** Dr Chintu Ravishankar, Asst Professor, Kerala Veterinary & Agricultural Sciences University, Wayanad.
    - **f.** Dr Manish Kumar, Associate Professor, Department of Biotechnology, Univesity of Calicut.
    - **g.** Dr Yusuf, Associate Professor, Department of Plant Sciences, University of Calicut

25. **Seminars/ Conferences/Workshops organized & the source of funding**
    a)National : National Seminar on Techniques in Biology, funded by UGC
    b)International: Nil

26. **Student profile programme/course wise:** NA

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled *M *F	Pass percentage

M=Male F=Female

27. **Diversity of Students** NA

Name of the Course	% of students from the same state	% of students from other States	% of students fro abroad

28. **How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. :** Nil

29. **Student progression:** NA

Student progression	Against % enrolled
UG to PG	
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed • **Campus selection** • **Other than campus recruitment**	
Entrepreneurship/Self-employment	

30. **Details of Infrastructural facilities**
    a) Library : Central Library
    b) Internet facilities for Staff & Students : Free Internet Facility in the Research Labs for Research Scholars and Faculty; Free Internet facility for students at NRC
    c) Class rooms with ICT facility: One
    d) Laboratories: Well equipped Laboratory

31. **Number of students receiving financial assistance from college, university, government or other agencies**: NA

32. **Details on student enrichment programmes (special lectures / workshops / seminar) with external experts**:
    NA

33. **Teaching methods adopted to improve student learning**:
    a. Blended Learning and M Learning
    b. Invites Experts to deliver demonstration lectures
    c. Utilizes the support of the Internet to the maximum.

34. **Participation in Institutional Social Responsibility (ISR) and Extension activities**:
    a. Organized a National Seminar on Techniques in Biology for the Higher

Secondary Biology Teachers of Wayanad District.

> **b.** In Collaboration with the Soil Testing Lab (Govt of Kerala), the Department has been assisting the farmers of Wayanad by providing free soil testing facility.
>
> **c.** Water Quality Analysis for the general public.

- In the capacity of member Syndicate, Kannur University and Convenor of Standing Committee on Course-Research and Affiliation, took a pivotal role in:
- Introducing new Teaching Departments in the University
- Launching new PG courses (MSc Applied Zoology and M A Rural and Tribal Sociology) at Mananthavady Campus, Kannur University
- Affiliating new courses in Colleges affiliated to Kannur University
- Modifying the guidelines for PhD registration
- Modifying the guidelines for recognition of Research Centres of KU
- Modifying the guidelines for recognition of Research Guides of KU
- In the approval of appointment/placement of teachers in aided/govt Colleges affiliated to Kannur University
- Affiliation of courses in aided/unaided/govt Colleges of KU
- In the constitution of UG and PG Boards of Studies, Kannur University
- In the implementation of CCSS at UG level as member in the Syndicate subcommittee

35. SWOC analysis of the department and Future plans: NA

11. DEPARTMENT OF MALAYALAM

1. *Name of the Department* : **Malayalam**
2. *Year of Establishment* : 1995
3. *Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):* Common Course of Additional Language(Malayalam) of UG Programme
4. *Names of Interdisciplinary courses and the departments/units involved:* Nil
5. *Annual/ semester/choice based credit system (programme wise):* NA
6. *Participation of the department in the courses offered by other departments:* NA
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		
Associate Professors	01	01
Asst. Professors		
Guest Faculty	01	01

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
Dr Joseph K J	MA, MA, PhD, NET	Associate Professor	Linguistics, Media Studies	18 +	Have been supervising four Research Students
Ms Manjusha K M	M A B Ed	Guest Faculty	Criticism, Kerala Studies	2	NA

11. *List of senior visiting faculty:* Nil
12. *Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty*: 50%
13. *Student -Teacher Ratio (programme wise)*: 1:80
14. *Number of academic support staff (technical) and administrative staff; sanctioned and filled:* NA

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.

No	Name	Qualification
1	Dr Joseph K J	MA, MA, PhD, NET

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: Rs. 50,000/- (UGC Minor Research Project Completed)

18. Research Centre /facility recognized by the University: Nil

19. Publications:

* *a) Publication per faculty* : 4
* *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.):* Nil
* *Monographs:* Nil
* *Chapter in Books:* 3
* *Books Edited:* Nil
* *Books with ISBN/ISSN numbers with details of publishers:* Nil
* *Citation Index:* Nil
* *SNIP:* Nil
* *SJR:* Nil
* *Impact factor:* Nil
* *h-index :* Nil

20. Areas of consultancy and income generated: Tribal Studies and Language Editing. All consultancy services are provided free of cost

21. Faculty as members in

a) *National committees b) International Committees c) Editorial Boards….*:
   1. Joint Secretary of Kerala Society for Linguistic Research
   2. Life member of Folklore Society of South Indian Languages

22. Life member of OISCA Intentional

Student projects: Nil

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:* NA

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 :** Nil
    a)National
    b)International

26. **Student profile programme/course wise:** NA

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled *M *F	Pass percentage

   M=Male F=Female

27. **Diversity of Students:** NA

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad

28. **How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. :** NA

29. **Student progression:** NA

Student Progression	Against % enrolled
UG to PG	
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed • Campus selection • Other than campus recruitment	
Entrepreneurship/Self-employment	

30. **Details of Infrastructural facilities**
    a) Library: As a policy matter of the College, books of all subjects are maintained in the Central Library
    b) Internet facilities for Staff & Students: Free Internet Facility in the Staffroom for the Faculty; Free Internet facility for students at NRC
    c) Class rooms with ICT facility: One
    d) Laboratories: NA

31. **Number of students receiving financial assistance from college, university, government or other agencies**: NA

32. **Details on student enrichment programmes (special lectures / workshops / seminar) with external experts:** Nil

33. Teaching methods adopted to improve student learning:
   a. Seminars, Group Discussions, Book Reviews
   b. ICT enabled Teaching learning
   c. Screening of movies

34. Participation in Institutional Social Responsibility (ISR) and Extension activity

- Coordinated the activities of various student clubs,
- Brought out the students magazine etc.
- Coordinated Book Club,
- Coordinated fine arts club of the college.
- Coordinator of Internal Quality Assurance Cell (IQAC) 2006-07
- Programme officer , National Service Scheme from 1996-2001
- Programme Coordinator, National Integration Camp held in the college.
- Editor of the 'Tidings from Wayanad' Newsletter of the College.
- Co ordiantor of the College Calendar and Handbook from 2005 onwards.
- Programme Officer, Population Education Club, of the College during 1995-99
- Media and Public Relations Officer of the College from June 2010 to May 2011
- Member of the Internal Quality Assurance Cell in the academic year 2012-13

35. SWOC analysis of the department and Future plans: NA

12. DEPARTMENT OF HINDI

1. *Name of the Department* : **Hindi**
2. *Year of Establishment* :1995
3. *Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):* Common Course of Additional Language of UG Programme
4. *Names of Interdisciplinary courses and the departments/units involved:* Nil
5. *Annual/ semester/choice based credit system (programme wise):* NA
6. *Participation of the department in the courses offered by other departments:* NA
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		
Associate Professors	01	01
Asst. Professors		

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
Dr Rakesh Kalia	MA, PhD, NET	Associate Professor	Modern Hindi Poetry	17 +	Nil

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)*: Nil
14. *Number of academic support staff (technical) and administrative staff; sanctioned and filled:* NA
15. *Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.*

No	Name	Qualification
1	Dr Rakesh Kalia	MA PhD, NET

16. *Number of faculty with ongoing projects from a) National b) International funding agencies and grants received*: One
17. *Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received:* Rs. 40,000/- (UGC Minor Research Project)
18. *Research Centre /facility recognized by the University*: Nil
19. *Publications:*
    * a) *Publication per faculty* : Nil
    * *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.):* Nil
    * *Monographs:* Nil
    * *Chapter in Books:* Nil
    * *Books Edited:* Nil
    * *Books with ISBN/ISSN numbers with details of publishers:* Nil
    * *Citation Index:* Nil
    * *SNIP:* Nil
    * *SJR:* Nil
    * *Impact factor:* Nil
    * *h-index :* Nil
20. *Areas of consultancy and income generated*: All consultancy services are provided free of cost
21. *Faculty as members in*
    a) National committees b) International Committees c) Editorial Boards….: Nil
22. *Student projects:* Nil
    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: NA
23. *Awards/ Recognitions received by faculty and students:*
    a. Dr Rakesh Kalia : Best Short Story Award, instituted by India Today
24. *List of eminent academicians and scientists/ visitors to the department:*
    a. Prof. Dr R Surendran, University of Calicut
    b. Prof.P K Chandran, University of Calicut
25. *Seminars/ Conferences/Workshops organized & the source of funding :* Nil
    a)National
    b)International
26. *Student profile programme/course wise:* NA

Name of the Course/programme (refer question no. 4)	*Applications received*	*Selected*	*Enrolled* *M* *F*	*Pass percentage*

M=Male F=Female

27. *Diversity of Students:* NA

Name of the Course	*% of students from the same state*	*% of students from other States*	*% of students from abroad*

28. **How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. :** NA

29. *Student progression:* NA

Student progression	*Against % enrolled*
UG to PG	
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed • *Campus selection* • *Other than campus recruitment*	
Entrepreneurship/Self-employment	

30. *Details of Infrastructural facilities*
    a) Library: As a policy matter of the College, books of all subjects are maintained in the Central Library
    b) Internet facilities for Staff & Students: Free Internet Facility in the Staffroom for the Faculty; Free Internet facility for students at NRC
    c) Class rooms with ICT facility: One
    d) Laboratories: NA

31. *Number of students receiving financial assistance from college, university, government or other agencies*: NA

32. *Details on student enrichment programmes (special lectures / workshops / seminar) with external experts:* Nil

33. *Teaching methods adopted to improve student learning:*
    a. Seminars, Group Discussions, Book Reviews
    b. ICT enabled teaching learning
    c. Screening of movies

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

a. Staff Editor of the College Magazine.
b. Coordinator, Theatre Club, Debate Club and other various forums for promoting the cultural activities.
c. Coordinator, Career Guidance Cell.

35. SWOC analysis of the department and Future plans: NA

13. DEPARTMENT OF PHYSICAL EDUCATION

1. *Name of the Department* : **Physical Education**
2. *Year of Establishment* : 1995
3. *Names of Programmes / Courses offered (UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):* Nil
4. *Names of Interdisciplinary courses and the departments/units involved:* Open course to the students of other Departments
5. *Annual/ semester/choice based credit system (programme wise):* NA
6. *Participation of the department in the courses offered by other departments:* Open course to the students of 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*

Designation	Sanctioned	Filled
Professors		
Associate Professors	One	One
Asst. Professors		

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
Dr Maria Martin Joseph	MPE, PhD	Associate Professor	Basketball	18+	Nil

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):* NA
14. *Number of academic support staff (technical) and administrative staff; sanctioned and filled*: Nil
15. *Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.*

No	Name	Qualification
1	Dr Maria Martin Joseph	MPE, PhD

16. *Number of faculty with ongoing projects from a) National b) International funding agencies and grants received*: One
17. *Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received*: Rs 1,05,000/- (2 Minor Research Projects-UGC)
18. *Research Centre /facility recognized by the University*: Nil
19. *Publications:*
    * *a) Publication per faculty* : Two

- ∗ *Number of papers published in peer reviewed journals (national / international) by faculty and students* : Two
- ∗ *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.):* Two
- ∗ *Monographs*: Nil
- ∗ *Chapter in Books*: Nil
- ∗ *Books Edited* : Nil
- ∗ *Books with ISBN/ISSN numbers with details of publishers*: Nil
- ∗ *Citation Index*: Nil
- ∗ *SNIP*: Nil
- ∗ *SJR*: Nil
- ∗ *Impact factor*: Nil
- ∗ *h-index*: Nil

20. *Areas of consultancy and income generated*
    - ➢ Designing of Sports Infrastructure Facilities.
    - ➢ Sports Medicine
    - ➢ Referee/Coach
    - (All consultancy services are provided free of cost).
21. *Faculty as members in*
    a) National committees b) International Committees c) Editorial Boards….:
    Nil
22. *Student projects*
    a) Percentage of students who have done in-house projects including inter departmental/programme: NA
    b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: NA
23. *Awards/ Recognitions received by faculty and students*:
    Students: Details of students' achievements in sports and games at the University/State/National levels are detailed in the Criterion V: Student Support and Progression.
24. *List of eminent academicians and scientists/ visitors to the department:* Nil
25. *Seminars/ Conferences/Workshops organized & the source of funding:* Nil
    a)National
    b)International
26. *Student profile programme/course wise:* NA

Name of the Course/programme (refer question no. 4)	*Applications received*	*Selected*	*Enrolled *M *F*	*Pass percentage*

M=Male F=Female
27. *Diversity of Students:* NA

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad

28. **How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. :** NA

29. **Student progression:** NA

Student progression	Against % enrolled
UG to PG	
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed • Campus selection • Other than campus recruitment	
Entrepreneurship/Self-employment	

30. **Details of Infrastructural facilities**
    a) Library: As a policy matter of the College, books of all subjects are maintained in the Central Library
    b) Internet facilities for Staff & Students: Free Internet Facility in the Staffroom for the Faculty
    c) Class rooms with ICT facility: NA
    d) Laboratories: NA
    e) Facilities to support sports and games: The details are given in the Criterion IV: Infrastructure and Learning Resources.

31. **Number of students receiving financial assistance from college, university, government or other agencies:** NA

32. **Details on student enrichment programmes (special lectures / workshops / seminar) with external experts:** Nil

33. **Teaching methods adopted to improve student learning:** NA

34. **Participation in Institutional Social Responsibility (ISR) and Extension activities:**
    ➢ Kannur University team selector for the following games, Basketball(M&W), Handball, Archery, Yogasana, Athletics etc.
    ➢ Kannur University team Manager/ Coach for the following games, Softball, Handball, Archery, Yogasana, Athletics, Chess, Cross Country etc.
    ➢ NAAC Coordinator 2004-05 and 2005-06 (coordinated the accreditation process)
    ➢ IQAC Member since 2006
    ➢ IQAC Coordinator for the year 2010-11

- ➢ Coordinator, IGNOU Center (Applied) since 2010
- ➢ Coordinator, Infrastructural Development in the College Since 2004
- ➢ Coordinator, Post-Metric Scholarship, 2009-10, 2010-1, 2011-12

35. *SWOC analysis of the department and Future plans:* NA