

THE ANNUAL QUALITY ASSUARANCE REPORT

ST MARY'S COLLEGE, MANARCAUD

MANARCAD, MAALAM P O

KOTTAYAM, KERALA

Affiliated to Mahatma Gandhi University

P D Hills, Kottayam, Kerala.

2016 - 2017

Accredited by NAAC at B level.

PART A

1	Details of the Institution					
1.1	Name of the Institution			ST MARY'S COLLEGE		
1.2	Address Line 1			MANARCAD		
	Address Line 2			MAALAM P O		
	City/Town			KOTTAYAM		
	State			KERALA		
	Pin Code			686010		
	Institution e-mail address			smc.manarcaud@gmail.com		
	Contact Nos.			0481 2374483 (Office), 0481 2373383 (Principal)		
	Name of the Head of the Institution:			DR PUNNEN KURIAN		
	Tel. No. with STD Code:			0481 2770509		
	Mobile:			9447077050		
	Name of the IQAC Co-ordinator:			SMT ANNA JOHN		
	Mobile:			9447807933		
	IQAC e-mail address:			IQAC.smcm@gmail.com		
1.3	NAAC Track ID			KLCOGN21286/2014		
1.4	NAAC Executive Committee No. & Date:			EC(SC)/13/A&A/55.1		
1.5	Website address:			www.stmaryscollege.ac.in		
	Web-link of the AQAR:					
1.6	Accreditation Details					
	Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
	1	1 st Cycle	B	2.71	2016	2016 - 2021
	2	2 nd Cycle				
	3	3 rd Cycle				
	4	4 th Cycle				
1.7	Date of Establishment of IQAC :			01/10/2014		

1.8	AQAR for the year	2016- 2017			
1.9	Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (<i>for example AQAR 2010-11 submitted to NAAC on 12-10-2011</i>)	Nil			
1.10	Institutional Status				
	University	State	Central	Deemed	Private
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Affiliated College	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
	Constituent College	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
	Autonomous college of UGC	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
	Regulatory Agency approved Institution	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
	Type of Institution	Co-education	Men		Women
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Urban	Rural	Tribal	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Financial Status	Grant-in-aid	UGC 2(f)	UGC 12B		
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
	Grant-in-aid + Self Financing	Totally Self-financing			
	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
1.11	Type of Faculty/Programme	Arts	Science	Commerce	
		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
		Law	PEI (Phys Edu)	Management	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	TEI (Edu)	Engineering	Health Science		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
1.12	Name of the Affiliating University (<i>for the Colleges</i>)	MAHATMA GANDHI UNIVERSITY, KOTTAYAM			

1.13	Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc			
	Autonomy by State/Central Govt. / University		Nil	
	University with Potential for Excellence	Nil	UGC-CPE	Nil
	DST Star Scheme	Nil	UGC-CE	Nil
	UGC-Special Assistance Programme	Nil	DST-FIST	Nil
	UGC-Innovative PG programmes	Nil	Any other (<i>Specify</i>)	Nil
	UGC-COP Programmes	Nil		

II		IQAC Composition and Activities		
2.1	No. of Teachers	7		
2.2	No. of Administrative/Technical staff	1		
2.3	No. of students	1		
2.4	No. of Management representatives	1		
2.5	No. of Alumni	1		
2.6	No. of any other stakeholder and community representatives	1		
2.7	No. of Employers/ Industrialists	Nil		
2.8	No. of other External Experts	1		
2.9	Total No. of members	13		
2.10	No. of IQAC meetings held	2		
2.11	No. of meetings with various stakeholders:	No: 1		Faculty: 1
		Non-Teaching Staff Students : Nil	Alumni: Nil	Others: Nil
2.12	Has IQAC received any funding from UGC during the year?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
	If yes, mention the amount	3,00,000		
2.13	Seminars and Conferences (only quality related)			
	i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC			
	Total Nos.	<input type="checkbox"/> Nil	International <input type="checkbox"/> Nil	National <input type="checkbox"/> Nil
		State <input type="checkbox"/> Nil	Institution Level <input type="checkbox"/> Nil	

	ii)Themes									
2.14	Significant Activities and contributions made by IQAC	<ul style="list-style-type: none"> ➤ Training programme for proposal writing for teachers ➤ Orientation program for PG students for career guidance and research. ➤ Conducted community related programs in the adopted village ➤ PSC coaching for students 								
2.15	<p>Plan of Action by IQAC/Outcome</p> <p>The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Plan of Action</th> <th style="width: 50%;">Achievements</th> </tr> </thead> <tbody> <tr> <td style="vertical-align: top;"> <p>To conduct community related programs in the adopted ward of Manarcad panchayath as a five year project. This programme was titled CARE, SHARE and LEARN</p> <p>To conduct seminars and workshops to enhance soft skills and knowledge of students.</p> </td> <td style="vertical-align: top;"> <p>As a preliminary step NSS students conducted a survey to find out the status of each family in the ward.</p> <p>Career & placement cell organised a one day soft skill development programme on 3rd February 2017. ED club organised a workshop on entrepreneurship for UG students on 17th Feb 2017</p> </td> </tr> </tbody> </table> <p><i>* Attach the Academic Calendar of the year as Annexure.</i></p>		Plan of Action	Achievements	<p>To conduct community related programs in the adopted ward of Manarcad panchayath as a five year project. This programme was titled CARE, SHARE and LEARN</p> <p>To conduct seminars and workshops to enhance soft skills and knowledge of students.</p>	<p>As a preliminary step NSS students conducted a survey to find out the status of each family in the ward.</p> <p>Career & placement cell organised a one day soft skill development programme on 3rd February 2017. ED club organised a workshop on entrepreneurship for UG students on 17th Feb 2017</p>				
Plan of Action	Achievements									
<p>To conduct community related programs in the adopted ward of Manarcad panchayath as a five year project. This programme was titled CARE, SHARE and LEARN</p> <p>To conduct seminars and workshops to enhance soft skills and knowledge of students.</p>	<p>As a preliminary step NSS students conducted a survey to find out the status of each family in the ward.</p> <p>Career & placement cell organised a one day soft skill development programme on 3rd February 2017. ED club organised a workshop on entrepreneurship for UG students on 17th Feb 2017</p>									
2.16	Whether the AQAR was placed in statutory body	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;">Yes</td> <td style="width: 33%; text-align: center;"><input type="checkbox"/></td> <td style="width: 33%;">No</td> <td style="width: 33%; text-align: center;"><input checked="" type="checkbox"/></td> </tr> <tr> <td></td> <td style="text-align: center;">Management <input type="checkbox"/></td> <td style="text-align: center;">Syndicate <input type="checkbox"/></td> <td style="text-align: center;">Any other body <input type="checkbox"/></td> </tr> </table>	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>		Management <input type="checkbox"/>	Syndicate <input type="checkbox"/>	Any other body <input type="checkbox"/>
Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>							
	Management <input type="checkbox"/>	Syndicate <input type="checkbox"/>	Any other body <input type="checkbox"/>							

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	Nil	Nil	Nil	Nil
PG	4	Nil	2	Nil
UG	6	Nil	Nil	Nil
PG Diploma	Nil	Nil	Nil	Nil
Advanced Diploma	Nil	Nil	Nil	Nil
Diploma	Nil	Nil	Nil	Nil
Certificate	Nil	Nil	Nil	Nil
Others	Nil	Nil	Nil	Nil
Total	10	Nil	2	Nil

Interdisciplinary	Nil	Nil	Nil	Nil
Innovative	Nil	Nil	Nil	Nil

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	10
Trimester	Nil
Annual	Nil

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

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

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

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

No

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
28	10	18	Nil	Nil

2.2 No. of permanent faculty with Ph.D.

9

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
3		Nil	Nil	Nil	Nil	Nil	Nil	Nil	2

2.4 No. of Guest and Visiting faculty and Temporary faculty

21

Nil

Nil

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	Nil	Nil	4
Presented papers	Nil	1	Nil
Resource Persons	Nil	1	1

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

As part of learning from experience students were sent to conduct a house to house survey of the 9th ward of Manarcad panchayath.

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

234

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

NIL

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development

NIL

as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

85

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BSc Chemistry	28	Nil	21.42	Nil	Nil	21.42
BSc Physics	22	Nil	9.09	Nil	Nil	9.09
B A English	15	Nil	26.6	Nil	Nil	26.6
B Com	40	Nil	57.5	Nil	Nil	57.5
BSc Zoology	26	Nil	20.6	Nil	Nil	23
B A History	27	Nil	3.70	Nil	Nil	3.70

Title of the programme	Total no of students appeared	Distinction%	I%	II %	III %	Pass %
MSc chemistry	12	Nil	66.6	Nil	Nil	66.6
MSc Zoology	15	Nil	53.3	Nil	Nil	53.3
M A English	15	Nil	26.6	Nil	Nil	26.6
M Com	22	Nil	40.9	Nil	Nil	40.9

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

IQAC monitors the teaching & learning process by getting feed back from the students. The feedback is analysed communicated to the respective teachers and Head of departments.

2.13 Initiatives undertaken towards faculty development

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

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	13	Nil	Nil	Nil
Technical Staff	Nil	Nil	Nil	Nil

Criterion – III

3. Research, Consultancy and Extension

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

Promotion of all research activities of faculty. Four of the faculty are actively involved in research.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil			
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	Nil	Nil	
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals	Nil	Nil	
Non-Peer Review Journals	Nil	4	
e-Journals	Nil	Nil	
Conference proceedings	Nil	Nil	

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	Nil			
Minor Projects	Nil			
Interdisciplinary Projects	Nil			
Industry sponsored	Nil			
Projects sponsored by the University/ College	Nil			
Students research projects <i>(other than compulsory by the University)</i>	Nil			
Any other(Specify)	Nil			
Total				

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	Nil	Nil	1	Nil	2
Sponsoring agencies			Management		KSCSTE

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

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

Total	International	National	State	University	Dist	College
1	Nil	Nil	Nil	1	Nil	Nil

Note : Dr Punnen Kurian received Best Teacher award from Ayashe & St Berchman's college, Changanaserry

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

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

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

JRF/ NET SRF Project Fellows Any other

Note: Anjaly Vinod (JRF), Anju Soma (JRF) and Gifty Rose George (NET), Department of Zoology

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum	<input type="text" value="Nil"/>	College forum	<input type="text" value="4"/>		
NCC	<input type="text" value="Nil"/>	NSS	<input type="text" value="5"/>	Any other	<input type="text" value="Nil"/>

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

1. Hindi speaking class for merchants organised by Hindi parivar
2. Book donation to the library of Maalam Goernment UP school, Maalam
3. Students participated in the cultural fest organised by District Tourism promotion council at Naalumanikattu.
4. LED bulb making class for residents of adopted ward of Manarcad panchayath by Physics department
5. NSS organised medical camp, water conservation awareness rally, street play, flash mob on cancer awareness and plastic disposal.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	15.8acres	Nil		15.8acres
Class rooms	24	Nil		24
Laboratories	12	Nil		12
Seminar Halls	2	Nil		2
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	Nil	Nil		Nil
Value of the equipment purchased during the year (Rs. in Lakhs)	Nil	22,544	Management	Nil
Others	Nil	Nil		Nil

4.2 Computerization of administration and library

Computerization of library partially completed.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	19642		159	58,957	19801	
Reference Books				6	29,288	
e-Books	N-List		N-List		N-list	5,900
Journals	24		Nil		24	16,525
e-Journals	2		Nil		2	
Digital Database	Nil		Nil		Nil	
CD & Video	Nil		Nil		Nil	
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	61	4		8				
Added		Nil		Nil				
Total		4		8				

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

All department staff rooms have internet accesses

4.6 Amount spent on maintenance in lakhs :

i) ICT

NIL

ii) Campus Infrastructure and facilities

7,50,221

iii) Equipments

22,544

iv) Others

72,05,950

Total :

79,78,715

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Orientation programme for students is conducted at the time of joining.

Teachers in charge of various activities in the college inform the students about coaching classes, programmes etc

Separate orientation classes are arranged for ASAP, WWS and SSP students.

5.2 Efforts made by the institution for tracking the progression

Department meetings are held every month to analyse the progress and problems of students.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
517	124	Nil	Nil

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

No	%
262	40.87

Women

No	%
379	59.12

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
470	70	5	108	Nil	653	379	79	Nil	183	Nil	641

Demand ratio :

Admission by Centralised Allotment Process.

Dropout % <1%

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

- PSC coaching provided to 120 students.
- WWS provided coaching classes for GD, preparing biodata and attending interview for 30 students
- Crash course (100 hours) was given to students for the upcoming LD clerk examination.

No. of students beneficiaries

150

5.5 No. of students qualified in these examinations

NET	4	SET/SLET	Nil	GATE	Nil	CAT	Nil
IAS/IPS etc	Nil	State PSC	Nil	UPSC	Nil	Others	Nil

5.6 Details of student counselling and career guidance

The college has started a PSC coaching centre in the campus.
The classes are on Saturdays and Sundays

No. of students benefitted

40

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
Nil	Nil	Nil	Nil

5.8 Details of gender sensitization programmes

.State women’s commission in collaboration with the women’s cell of the college organised a debate for girls on youth and media.

Sr Theresa engaged a class for girl students on health issues of girls.

Women’s cell of the college organised a churidar cutting and stitching class.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	Nil	Nil
Financial support from government	445	445,000
Financial support from other sources	Nil	Nil
Number of students who received International/ National recognitions	Nil	Nil

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

Note ; A one week film festival was organised by students and staff of English department.

5.12 No. of social initiatives undertaken by the students

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

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION

Service to the society through improvement in the quality of life

MISSION

To produce intellectually well trained, socially committed, morally upright, emotionally competent and spiritually inspired citizens.

To produce value based quality education.

To promote higher education in the adjoining economically and socially backward area.

6.2 Does the Institution has a management Information System

The institution has a Two Tier system of management information system:

1. Policy and financial (infrastructure etc) decisions are taken by the Governing Body of the Educational Agency. Principal communicates the decisions to the college community.

2. College staff council takes the decisions (academic, student related matters etc) and communicates it through the Head of departments.

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

6.3.1 Curriculum Development

Curriculum is designed by the University

6.3.2 Teaching and Learning

Remedial classes for weak students were conducted. In addition weak students were given special coaching in Maths and English

6.3.3 Examination and Evaluation

Timely evaluation of students is done based on class tests, exams, assignments and seminars.

6.3.4 Research and Development

Four faculty members are at present doing research.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library is automated for the students with availability of all the latest books and accesses to internet.

6.3.6 Human Resource Management

The huge potential of our students are being developed as well as utilized by their involvement in the activities of enrichment of the 9th ward of Manarcad panchayath.

6.3.7 Faculty and Staff recruitment

All vacancies of faculty and staff in the college were filled as soon as possible with qualified candidates so that the students do not suffer.

6.3.8 Industry Interaction / Collaboration

Nil

6.3.9 Admission of Students

Students are admitted strictly as per centralised allotment process.

6.4 Welfare schemes for

Teaching	
Non teaching	
Students	

Note: A cooperative society runs a student amenities centre and profit goes to the welfare activities.

6.5 Total corpus fund generated

Nil

6.6 Whether annual financial audit has been done

Yes

✓

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	-	Yes	College council
Administrative	No	-	Yes	Management auditors and governing body

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

For UG Programmes Yes No

For PG Programmes Yes No

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

Introduction of cameras in all examination halls.

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

Not Applicable

6.11 Activities and support from the Alumni Association

Alumini supports the college in the form of donations and institution of a proficiency prize for toppers of each class.

6.12 Activities and support from the Parent – Teacher Association

- Charity for students like providing textbooks, fees etc
- Salary for Library Assistant

6.13 Development programmes for support staff

Nil

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

Segregation of waste was done so that food waste could be collected separately, plastic waste collected separately and paper waste burnt.

The food waste was used to feed the African cat fish that was kept in the artificial pond made in the campus.

Criterion – VII

7. Innovations and Best Practices

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

Creation of a fish pond with African cat fish for disposal of food waste generated in the college.

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

The CARE, SHARE and LEARN was undertaken as a five year programme by the college. As an initial step a survey was conducted by the students to find the status of each family in the adopted ward of Manarcad grama panchayath. A LED bulb making class was also organised.

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

1. CARE, SHARE AND LEARN

Objective: To adopt a ward of Manarcad grama panchayath and conduct a survey to assess the needs of the families of this ward.

Context and practice: Once the data about the number of families and their needs are identified the resources and manpower of the college can be utilized for the upliftment of the community.

A drawback of the present higher education scenario is that students are not aware of the needs of the community in which they reside. This project will involve the students to do something that will enhance their communication skills as well as expose them to the problems faced by the community.

Evidence of success: A detailed survey of the panchayath was carried and the data collected was analysed. This project created a platform for greater interaction of the students with the community.

2. SPECIAL COACHING

Objective: To conduct special classes for weak students in various subjects to improve their performance in the University examinations.

Context and practice: Special classes were arranged for UG students who were interested in subjects that were difficult for them like Mathematics and English. Since the college is situated in a rural area most of the students find it difficult to write and communicate in English. An external teacher was arranged for maths classes and the classes were conducted after regular working hours. Classes were also arranged in other subjects that the students requested. These classes were engaged by the faculty of the college itself.

Evidence of success: There was an improvement in the scores of some students in the University examinations as a result of this coaching.

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

7.4 Contribution to environmental awareness / protection

Environment day was celebrated each year with the financial support of KSCSTE.

Different plantation drives were conducted in the college organized by Nature Club and NSS.

Nature trips and nature camps were organized by NSS and Nature club to create environmental awareness among students.

World Water Day was celebrated in association with CWRDM on 22nd March 2017.

7.5 Whether environmental audit was conducted? Yes No

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

By introducing the CARE, SHARE and LEARN programme students are given greater exposure to the local community and this fosters a greater sense of social commitment.

8. Plans of institution for next year

Academic goals

- 1 To improve the results of the UG courses.
2. To enhance the research activities of the faculty.

Co curricular

1. To ensure participation of students in University Arts Festival
2. To form a Dance and Music Band of the college.
3. To construct a Health centre for staff and students.

Name: **Anna John P**

Signature of the Coordinator, IQAC

Name: **Dr. Punnen Kurian**

Signature of the Chairperson, IQAC

_____***_____