

***The Annual Quality Assurance Report (AQAR) of the IQAC  
Prajyoti Niketan College, Pudukad***

***Thrissur 680301, Kerala***

***2016-2017***

***Part – A***

**1. Details of the Institution**

**1.1 Name of the Institution**

***PRAJYOTI NIKETAN COLLEGE***

**1.2 Address Line 1**

***PUDUKAD***

**Address Line 2**

***--***

**City/Town**

***THRISSUR***

**State**

***KERALA***

**Pin Code**

***680301***

**Institution e-mail address**

***prajyotinetan@yahoo.edu.in***

**Contact Nos.**

***04802752885***

**Name of the Head of the Institution:**

***DR.SHAIJAN PAUL***

Tel. No. with STD Code:

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

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

1.4 NAAC Executive Committee No. & Date:

1.5 Website address:

Web-link of the AQAR:

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	<i>1<sup>st</sup> Cycle</i>	<i>B</i>	<i>2.76</i>	<i>2011</i>	<i>5 Years</i>
2	<i>2<sup>nd</sup> Cycle</i>	<i>A</i>	<i>3.07</i>	<i>2016</i>	<i>5 Years</i>

1.7 Date of Establishment of IQAC :

1.8 AQAR for the year

## 1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

*i. AQAR 2010-2011 submitted on 31-03-2011*

*ii. AQAR 2011-2012 submitted on 23-04 -2012*

*iii. AQAR 2012-2013 submitted on 31-12-2013*

*iv. AQAR 2013-2014 submitted on 19-11-2014*

*v. AQAR 2014-2015 submitted on 11-11-2015*

*vi. AQAR 2015-2016 submitted on 7-11-2016*

## 1.10 Institutional Status

University  State  Central  Deemed  Private

Affiliated College: Yes  No

Constituent College: Yes  No

Autonomous college of UGC: Yes  No

Regulatory Agency approved Institution: Yes  No

Type of Institution: Co-education  Men  Women

Urban  Rural  Tribal

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

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

### 1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law

### 1.12 Name of the Affiliating University

*University of Calicut*

### 1.13 Special status conferred by Central/ State Government--

UGC/CSIR/DST/DBT/ICMR etc:

Autonomy by State/Central Govt. / University:

University with Potential for Excellence  UGC-CPE

DST Star Scheme  UGC-CE

UGC-Special Assistance Programme  DST-FIST

UGC-Innovative PG programmes

UGC-COP Programmes

Any other (Specify)

## 2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: Faculty

Non-Teaching Staff  Alumni  Others

2.12 Has IQAC received any funding from UGC during the year?

Yes  No

2.13 Seminars and Conferences

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

Total Nos.  International  National  State

Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- *The IQAC of the College plays a pivotal role in the administrative, infrastructural and advisory capacities to the Principal, staff and student groups.*
- *The IQAC Coordinator is a member of the College Council (sans voting rights) and therefore can put in solid suggestions for the overall progress and development of the institution.*
- *Since the NAAC Visit which took place in January 2016, and the subsequent A Grade that was awarded to the College, the IQAC has been keeping a constant watch over the maintenance of filing, documentation as well as the various infrastructural, developmental activities of the Institution.*

**2.15 The Plan of Action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year.**

Plan of Action	Achievements
<p><i>1. Make a double-edged study/analysis of the observations made by the Peer Team .</i></p> <p><i>2. The IQAC Coordinator, as per the newly framed guidelines of the Affiliating University, was to be made a member of the College Council, sans voting rights.</i></p>	<p><i>1. The study was made with the Principal calling up the HODs of the various departments and allotting the different areas that the Peer Team had specially focussed on. The members could come to a comprehensive and inclusive conclusion with regard to the various thrust areas that were to be worked upon in the future.</i></p> <p><i>2. The same was implemented with immediate effect, and the IQAC could manage to make its voice even more audible and clear in the day-to-day working of the Institution.</i></p>

**2.15 Whether the AQAR was placed in statutory body:**

Yes  No  Management  Syndicate

Any other body

**Provide the details of the action taken**

*No major suggestions were given by the Management.*

**Part – B**  
**Criterion – I**

**Curricular Aspects**

**1.1 Details about Academic Programmes**

<b>Level of the Programme</b>	<b>Number of existing Programmes</b>	<b>Number of programmes added during the year</b>	<b>Number of self-financing programmes</b>	<b>Number of value added / Career Oriented programmes</b>
<b>PhD</b>				
<b>PG</b>	<b>1</b>			
<b>UG</b>	<b>5</b>			
<b>PG Diploma</b>				
<b>Advanced Diploma</b>				
<b>Diploma</b>	<b>1</b>			
<b>Certificate</b>	<b>4</b>			
<b>Others</b>	<b>3</b>			
<b>Total</b>	<b>14</b>			

<b>Interdisciplinary</b>				
<b>Innovative</b>				

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

**(ii) Pattern of programmes:**

<b>Pattern</b>	<b>Number of programmes</b>
<b>Semester</b>	<b>6</b>
<b>Trimester</b>	
<b>Annual</b>	



1.3 Feedback from stakeholders\* Alumni  Parents

Students

Mode of feedback : Online  Manual

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

*The syllabi of the different courses are completely designed and executed by the Boards of Studies of the affiliating University, of which many of our faculty are members. Other than this, there is no freedom of movement with regard to syllabus restructuring, since all the courses are in the Aided stream.*

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

*None*

## Criterion – II

### Teaching, Learning and Evaluation

**2.1 Total No. of permanent faculty**

Total	Asst. Professors	Associate Professors	Professors	Others
<b>27</b>	<b>14</b>	<b>13</b>		

**2.2 No. of permanent faculty with Ph.D.**

**19**

**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

**2.4 No. of Guest faculty**

**6**

**Visiting faculty**

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**Temporary faculty**

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**2.5 Faculty participation in conferences and symposia:**

No. of Faculty	International level	National level	State level
<b>Attended</b>	<b>7</b>	<b>16</b>	<b>22</b>
<b>Presented</b>	<b>1</b>	<b>13</b>	<b>22</b>
<b>Resource Persons</b>	<b>--</b>	<b>2</b>	<b>10</b>

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

*One of the most advantageous aspects of the Teaching-learning process at Prajyoti Niketan College is the fact that there exists an ideal Teacher-Student ratio of 1: 20.3, which means there is ample personal attention which can be provided to each student at all levels—academic, emotional as well as personal. This, to a large extent, accounts for the deep rapport that exists between the teacher and the taught. Each teacher uses his/her sense of authenticity in conducting tests, brainstorming sessions and other academic techniques, which they feel will enhance the academic output of the student community, both individually and collectively.*

2.7 Total No. of actual teaching days during this academic year **166**

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

**None**

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

**12**

Faculty in Curriculum Development workshop **--**

2.10 Average percentage of attendance of students **96.2**

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	A Grade	B Grade	C Grade	Pass %
<b>BCom</b>	<b>40</b>	<b>1</b>	<b>29</b>	<b>6</b>	<b>90</b>
<b>BSc Psychology</b>	<b>33</b>	<b>9</b>	<b>23</b>	<b>1</b>	<b>100</b>
<b>B.A English</b>	<b>37</b>	<b>5</b>	<b>22</b>	<b>3</b>	<b>81</b>
<b>BSc Computer Science</b>	<b>34</b>	<b>4</b>	<b>14</b>	<b>8</b>	<b>79.4</b>
<b>BSc Electronics</b>	<b>33</b>	<b>2</b>	<b>5</b>	<b>11</b>	<b>67</b>

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

*Each department in the College has a member of the IQAC who keeps a constant check on the teaching-learning activity of the department. He/she collects the requisite data and inputs from the other members of the faculty as to*

*how they execute the different academic processes like remedial classes, slip tests and other evaluation mechanisms. These inputs are brought to the notice of the IQAC which does a detailed analysis of the same, and objectively evaluates the mechanism. All creative suggestions pertaining to teaching-learning, whether from the faculty or the students are discussed in the IQAC Open forum.*

### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
<b>Refresher courses</b>	<b>02</b>
<b>UGC – Faculty Improvement Programme</b>	<b>Nil</b>
<b>HRD programmes</b>	<b>Nil</b>
<b>Orientation programmes</b>	<b>Nil</b>
<b>Faculty exchange programme</b>	<b>Nil</b>
<b>Staff training conducted by the university</b>	<b>Nil</b>
<b>Staff training conducted by other institutions</b>	<b>Nil</b>
<b>Summer / Winter schools, Workshops, etc.</b>	<b>Nil</b>
<b>Others</b>	<b>06</b>

### 2.14 Details of Administrative and Technical staff

<b>Category</b>	<b>Number of Permanent Employees</b>	<b>Number of Vacant Positions</b>	<b>Number of permanent positions filled during the Year</b>	<b>Number of positions filled temporarily</b>
<b>Administrative Staff</b>	<b>15</b>			
<b>Technical Staff</b>	<b>2</b>			

## Criterion – III

### Research, Consultancy and Extension

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

*The College distinguishes itself from its peer institutions by having the privilege of absorbing teachers who have Doctoral Degrees at the time of recruitment. Therefore more than 78% of the teachers have doctorate degrees and all the others are pursuing the same.*

*The IQAC, in association with the Research Committee, encourages, promotes and applauds every teacher who contributes to the research culture through their paper presentations, participation in conferences and organizing of seminars in the institution.*

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	2	11	
Non-Peer Review Journals	6	14	7
e-Journals	--	9	
Conference proceedings	--	6	

### 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	Nil	Nil	Nil
Minor Projects	Nil	Nil	Nil	Nil
Interdisciplinary Projects	Nil	Nil	Nil	Nil
Industry sponsored	Nil	Nil	Nil	Nil
Projects sponsored by the University/ College	Nil	Nil	Nil	Nil
Students research projects (other than compulsory by the University)	Nil	Nil	Nil	Nil
Any other(Specify)	Nil	Nil	Nil	Nil
<b>Total</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>

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-SCA  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	02	02	11
Sponsoring agencies	--	--	Management	Management	Management

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

International  National  Any other

3.13 No. of collaborations:

3.14 No. of linkages created during this year

3.15 Total budget for research for current year :

From Funding agency  Management

Total

3.16 No. of patents received year

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

this

**3.17 No. of research awards/ recognitions received by faculty and research fellows**

Total	International	National	State	University	Dist	College
				1		

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

4

8

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

1

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

JRF

SRF

Project Fellows

Any other

**3.21 No. of students Participated in NSS events:**

University level

State level

National level

International level

**3.22 No. of students participated in NCC events:**

University level

State level

National level

International level

**3.23 No. of Awards won in NSS:**

University level

State level

National level

International level



### 3.24 No. of Awards won in NCC:

University level  State level   
National level  International level

### 3.25 No. of Extension activities organized

University forum  College forum  NCC   
NSS  Any other

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

- *The two NSS Units of the College take the initiative to lead and initiate the rest of the student community in the College to undertake programmes that promote social awareness and responsibility. Campaigns, Awareness Programmes, Lectures, Surveys and other creatively planned and executed Outreach Programmes constitute the major part of the NSS agenda during every academic year.*
- *The AICUF and Jesus Youth members also contribute towards institutional social responsibility by helping the downtrodden masses of society at the panchayath and district levels.*
- *More than all these, the Management and the teaching fraternity, despite being confined within the parameters of a set syllabus pattern designed by the University, make it a point to instil feelings of oneness and brotherhood among the students by encouraging social commitment in them. All the departments promote campaigns of different sorts—by sending students to take classes in the neighbouring schools, by making them visit and nurse destitute cancer patients in the Palliative Units of the neighbouring Government Hospitals, by arranging Computer classes for the local women and thereby promote self employability and by doing social acts like cleaning the bus stands and railway station of the suburbs.*

## 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	24.67 acres	--	--	24.67 acres
Class rooms	21	--	--	21
Laboratories	04	--	--	04
Seminar Halls	03	--	--	03
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.		UPS, Laptop, Computers, printers,LCD	UGC	13,78,400
			Management	11 lakh
Value of the equipment purchased during the year (Rs. in Lakhs)		24 lakh		24 lakh
Others				

#### 4.2 Computerization of administration and library

*The entire library system has been computerized since 2010. Frequent updates regarding the database, software and hardware are being done at regular intervals by the Management of the College.*

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	13,428	18,33,377	281	38,216	15,093	18,71,593
Reference Books	1,478	10,99,632	29	21,596	1,507	11,21,208
e-Books	--	--	--	--	--	--
Journals	07	10,157	25	36,100	33	46,257
e-Journals	--	--	--	--	--	--

<b>Digital Database</b>	<b>01</b>	<b>5,750</b>			<b>01</b>	<b>5,157</b>
<b>CD &amp; Video</b>	<b>293</b>	<b>--</b>	<b>21</b>	<b>--</b>	<b>314</b>	<b>--</b>
<b>Others (specify)</b>	<b>46</b>	<b>--</b>	<b>--</b>	<b>--</b>	<b>46</b>	<b>--</b>

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
<b>Existing</b>	<i>125 computers (Damaged--28 computers, balance: 97)</i>	<i>40 computers (Damaged: 10 computers, balance: 30)</i>	<i>04 (Removed old four internet)</i>	<i>10 computers</i>	<i>11 computers</i>	<i>09 Computers (Damaged: 03 computers, balance: 06)</i>	<i>35 computers</i>	<i>Library : 05 computers</i>
<b>Added</b>	<i>13</i>	<i>10</i>	<i>Connected to mega Internet</i>	<i>--</i>	<i>--</i>	<i>03</i>	<i>--</i>	<i>--</i>
<b>Total</b>	<i>110 computers</i>	<i>40 computers</i>	<i>One mega Internet connection</i>	<i>10 computers</i>	<i>11 computers</i>	<i>09 computers</i>	<i>35 computers</i>	<i>05 computers</i>

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

- *INFLIBNET/IUC facilities- Access to a wide range of e-books and e-journals is provided through the INFLIBNET.*
- *ILL (Inter Library Loan Service): As and when the need arises, students from other institutions are permitted to refer books and get books as loan, if they bring a letter from the Head of their respective institutions. However, we have not had many opportunities to offer help to scholars in this manner because no department was given the status of a Research Centre until April 2015.*
- *All the computer systems in the College have LAN connectivity.*
- *The campus is Wi Fi enabled.*
- *All the departments have a laptop, OHP and each staff member has a desktop computer with internet connectivity.*
- *All the computer systems in the College have LAN connectivity.*

**4.6 Amount spent on maintenance in lakhs :**

**i) ICT**

**1 lakh**

**ii) Campus Infrastructure and facilities**

**11 lakhs**

**iii) Equipments**

**4 lakhs**

**iv) Others**

**1 lakh**

**Total : 17 lakhs**

**Criterion – V**  
**Student Support and Progression**

**5.1 Contribution of IQAC in enhancing awareness about Student Support Services**

*The IQAC functions as a safety valve in bringing together all the different committees, forums, cells and committees under a common penumbra. The students, whose collective voice is the elected College Union, have a decisive role to play in some of the decisions concerning student services. The IQAC serves as a bonding mechanism that helps the students come up with creative and constructive ideas that add to the development of the entire student community.*

**5.2 Efforts made by the institution for tracking the progression**

**The various committees that are designed to promote quality service to the student community—whether in the academic or co curricular areas, maintain efficient mechanisms to monitor, control and enhance the existing service systems in their own ways.**

**The monthly staff meetings convened by the Principal become a venue for active discussions on the same, and steps are taken to improve upon them, whenever necessary.**

**5.3 (a) Total Number of students**

<b>UG</b>	<b>PG</b>	<b>Ph. D.</b>	<b>Others</b>
<b>626</b>	<b>12</b>	<b>--</b>	<b>--</b>

**(b) No. of students outside the state**

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**(c) No. of international students**

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No	%	Men
189	30	

No	%	Women
449	70	

Last Year						This Year					
General	S C	S T	OB C	Physicall y Challeng ed	Tota l	Gene ral	S C	S T	OB C	Physica lly Challen ged	Tot al
391	75	2	156	3	627	397	83	1	154	3	638

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

*A professional team from outside the campus conducts classes for Bank Coaching, Civil Services and NET/SET on all Saturdays. Only a very nominal rate is charged for the same, and the balance amount is paid up by the College. Many students have been absorbed into leading banks and other professional institutions as a result of providing such a service.*

No. of students beneficiaries

52

#### 5.5 No. of students qualified in these examinations

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

## 5.6 Details of student counselling and career guidance

*The Department of Psychology, which is also a registered Research Centre of the Affiliating University, has initiated the service of a professional Counselling Cell, not only for the students of the College, but also for the public.*

*The Cell keeps a record/register of all the patents who approach them for counselling, and charges only a nominal fee for the same. Many students with learning disabilities, emotional, domestic and personal problems approach the counsellors and seek professional advice for their problems.*

*Similarly, regular classes for Career Guidance are conducted by the Career Counselling Cell of the College, especially for the final year students.*

No. of students benefitted

**60**

## 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
<b>Number of Organizations Visited</b>	<b>Number of Students Participated</b>	<b>Number of Students Placed</b>	<b>Number of Students Placed</b>
<b>02</b>	<b>124</b>	<b>52</b>	<b>08</b>

## 5.8 Details of gender sensitization programmes

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## 5.9 Students Activities

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

State/ University  National  International

### No. of students participated in cultural events

State/ University  National  International

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

Sports : State/ University  National  International

Cultural: State/ University  National  International

## 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	119	2,39,250
Financial support from government	538	6,68,900
Financial support from other sources	07	70,000
Number of students who received International/ National recognitions	--	--

### 5.11 Student organised / initiatives

Fairs: State/ University  National  International

Exhibition: State/ University  National  International



**5.12 No. of social initiatives undertaken by the students**

**6**

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

*There have been no major issues or grievances raised by the students in the College. Certain minor problems have been addressed to the Grievance Redressal Committee and have been solved in the presence of the Principal.*

## Criterion – VI

### Governance, Leadership and Management

#### 6.1 State the Vision and Mission of the institution

*The Vision of the College is :*

*Redeeming Love as PRAJYOTI-- the Supreme Light*

*In struggles for growth in personal wholeness for universal wholeness*

*For, the integrity/wholeness of a family/nation depends*

*On the integrity/wholeness of each person who enter them.*

*The Mission of the College is :*

*Excellence in Education,*

*Education as empowerment and formation of the whole person*

*To work out the rhythm of love for the marginalized and less talented*

*And to grow greater than our natural size to national and divine size*

#### 6.2 Does the Institution has a management Information System

**The College does not have a formal/official MIS, though information is disseminated through the various committees as well as the IQAC.**

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

#### 6.3.1 Curriculum Development

*As already mentioned, the College has its own limitations with regard to knowledge dissemination since it functions in the Aided stream and has to abide by certain constraining factors that are out of its purview or control.*

#### 6.3.2 Teaching and Learning

*The inadequate number of teaching days, the mandatory valuation camps and the inordinate delay in the conduct of end-semester examinations are great obstacles to the teaching faculty to bring out their creativity in the classrooms. Despite such limitations, the teachers strive to develop upon the prescribed syllabus by routing it in such a way that the entire learning process is made as student-centric as possible*

#### 6.3.3 Examination and Evaluation

*Apart from the two internal examinations that are to be conducted as part of the norms laid down by the university, most of the teachers evaluate the students in their own ways—group skills, debates and PPT presentations being just a few among them.*

*In the case of Languages, the students are made to enact the prescribed play in their own creative manner, with the students themselves undertaking the direction, editing and dialogue-writing. The whole College views the presentation and each group is presented with small prizes for their efforts.*

*Small exhibitions and slide show presentations are also encouraged so that the students get a hands-on experience on many aspects of the subject that cannot be covered through mere classroom lectures.*

#### 6.3.4. Research and Development

*The Psychology Department of the College is a recognized Research Centre of the University, and three of the faculty members are Research Guides as well.*

*The College has tendered applications for securing approval for PG Courses like M.A English and MSc Computer Science, and is awaiting orders from the University for the same.*

*Since almost 78% of the teaching staff have Doctorate Degrees and all the others are pursuing their MPhil/ PhD courses, they take an active interest in attending and presenting papers at Conferences and workshops in their chosen subjects, at the International, National and Regional levels.*

#### 6.3.5 Library, ICT and physical infrastructure / instrumentation

*The library is equipped with state-of-the-art software that are in tune with the latest in the field.*

*A whole range of books are added to the existing collection every year by all the departments, after taking into consideration the developments in their specific subjects as well as the changing syllabi introduced by the affiliating University.*

#### 6.3.6 Human Resource Management

*The Principal, in consonance with the Manager, takes the lead in most of the HR-related issues like recruitment, infrastructure and training.*

### 6.3.7 Faculty and Staff recruitment

*All recruitments are done by the Management by following the norms laid down for the same by the State Government and the affiliating University.*

### 6.3.8 Industry Interaction / Collaboration

*Each department designs its own strategy to venture into a unique and socially constructive collaboration with industry/ institution.*

*A collaboration with Oushadhi, the Ayurvedic wing of the Government of Kerala, has helped us to plant, grow and distribute medicinal herbs in the campus at a nominal rate.*

*Another interaction has been with the Southern Railways, to whom the students have submitted a track-fault-detection System. The project is awaiting sanction.*

*Budding journalists are also into collaboration with a leading Malayalam newspaper, by volunteering to write features and articles on any socially important issue that is of specific relevance to the youth.*

*Rain water harvesting is done on a large scale inside the campus. A large natural quarry and two large concrete tanks are used to store rain water. Rain water is collected by means of large pipes and collected in the quarry and tanks. This water is used to meet the daily water requirements of the entire college.*

### 6.3.9 Admission of Students

*From 2010 onwards, the entire Admission process is monitored through the Single Window System, centrally monitored through the University portal.*

**6.4 Welfare schemes for**

<b>Teaching</b>	<b>7.5 lakhs</b>
<b>Non teaching</b>	<b>2.75 lakhs</b>
<b>Students</b>	<b>2.4 lakhs</b>

**6.5 Total corpus fund generated**

**12.65 lakhs**

**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	<b>No</b>		<b>No</b>	
Administrative	<b>No</b>		<b>No</b>	

**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?**

**NA**

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

**NA**

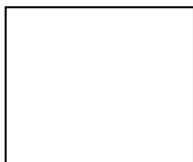
### 6.11 Activities and support from the Alumni Association

*The ALUMNI Association of the College is a body which plays a key role in the developmental activities of the College. Apart from the annual get-togethers that are arranged in a formal manner, the Association takes on many initiatives, both small and large, to make itself an integral and promising part of the institution and its growth.*

### 6.12 Activities and support from the PTA

*The PTA of the College works hand in hand with the Management and staff in suggesting creative strategies in areas of infrastructure, governance and student-service related issues.*

### 6.13 Development programmes for support staff



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

*The whole campus is set in an eco friendly environment, with the various academic blocks, canteen, Auditorium and hostels being structured right in the middle of lush greenery.*

*Medicinal herbs are grown in a sizeable area, while agricultural crops like banana plants, mango trees and coconut trees adorn the campus in hundreds. The rubber estate provides cool shades to everyone, and some teachers even engage their classes under the shades of these trees.*

## Criterion – VII

### 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.**

*Since very few genuine innovations are possible within the constraints of the Aided stream, it is very difficult to bring about any change per se.*

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

*The Peer Team of the NAAC who visited the Institution and awarded us with an A Grade, had made certain observation in their report. The IQAC Team, in its later meetings, decided to implement the suggestions put forward by the team from the next academic year onwards.*



### 7.3 Give two Best Practices of the institution

- ***The Counselling Cell that functions under the Psychology department, that is open to the students as well as the public, is a project that has received immense support and encouragement from the entire locality. Many local citizens from around the panchayath find it highly useful to secure highly professional counselling services without going to a medical hospital or clinic, mainly because visiting a psychologist has a sense of social stigma attached to it, especially in rural areas.***
  
- ***The Centre for Community Engagement is another Best Practice of the College. The Centre promotes all activities—social, educational, medical and domestic—that pertain to the people in and around Pudukad panchayath. The students and teachers together plan and execute programmes in variegated ways, by which the College becomes not just a centre of learning, but a shade and shelter to the downtrodden masses in the locality.***

#### 7.4 Contribution to environmental awareness / protection

*The students of this College are generally highly conscious of the uniqueness of the campus, which is set on a hilltop, away from the bustle and pollution of the city, amid thousands of lush trees. Added to this is the promotional ventures undertaken by the Management and the two NSS units, by which the students are involved in crop cultivation, organic farming and rain water harvesting.*

*Waste bins are placed at every nook and corner and students are made aware of the need to keep their campus clean at all times. The CSS ( Compulsory Social Service) is a programme by which they engage in cleaning the campus by working in groups during leisure hours. Used tube lights and computers are buried in tube coffins and are never left scattered.*

#### 7.5 Whether environmental audit was conducted?

Yes

No

*An environmental audit was done in 2015 by an external agency, and the tree-population was also named and labelled individually according to their botanical genealogy.*

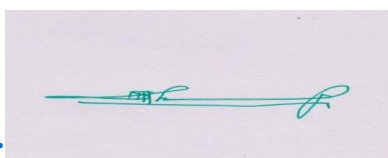
#### 7.6 Any other relevant information the institution wishes to add.

## 8. Plans of institution for next year

- *The IQAC proposes to organize workshops along with lectures/talks by experts on Quality Sustenance and Development Initiatives, so that the concept of Quality in the Higher Education scenario is spread across in a wider and deeper way, to all the stakeholders of the institution.*
- *The Management is awaiting approval for a few PG Courses from the Affiliating University, and in the meantime, is also considering applying for yet other PG programmes in order to facilitate vertical growth for the institution.*

*Name of Principal ( Chairperson, IQAC): DR. SHAIJAN PAUL*

*Signature :*



*Name of the Coordinator, IQAC: DR. DHANYA MENON*

*Signature:*

