



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		PRAJYOTI NIKETAN COLLEGE
Name of the head of the Institution		Dr Shaijan Paul
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		04802752885
Mobile no.		9495406996
Registered Email		prajyotiniketan@yahoo.co.in
Alternate Email		drshaijan@gmail.com
Address		Pudukad P O
City/Town		Thrissur Dt.
State/UT		Kerala
Pincode		680301
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	central
Name of the IQAC co-ordinator/Director	Dr Simi Varghese
Phone no/Alternate Phone no.	04872351405
Mobile no.	8589068331
Registered Email	prajyotinetan@yahoo.co.in
Alternate Email	simivarghese@prajyotinetan.edu.in

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.prajyotinetan.edu.in/aqar/
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.prajyotinetan.edu.in/academic-calendar/

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.76	2011	08-Jan-2011	07-Jan-2016
2	A	3.07	2016	19-Feb-2016	18-Feb-2021

6. Date of Establishment of IQAC	30-Mar-2010
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
National Workshop on Moodle	19-Jan-2019 1	50

International Conference on Management and Allied Sciences	25-Oct-2018 2	50
Financial Literacy Week Observation	05-Jun-2018 1	150
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	LTC	State Government	2018 1	61921
Institution	RUSA	Central Government	2019 1	1000000
Institution	WWS	State Government	2018 1	194400
Institution	SSP	State Government	2018 1	85500
Institution	ASAP	State Government	2018 1	144000
Institution	Scholarship	State Government	2018 1	242000
Institution	Stipend	State Government	2018 1	780000
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

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10. Number of IQAC meetings held during the year :

5

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

Individual meetings were held by IQAC Core Team with faculty members of each department at the beginning of the academic year to facilitate discussion regarding quality enhancement activities to be introduced by each department for the academic year

The IQAC was instrumental in organizing a National Workshop on MOODLE for College Teachers on 19th January 2019.

An International Conference was organised by the Department of Commerce of the College on 25th and 26th October 2018.

State level Workshops and National Conferences were conducted by the Departments of English, Computer Science and Psychology during the academic year.

The IQAC core team conducted departmental faculty meetings to discuss and plan quality initiatives for the year suitable to each department.

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Orientation to parents of 1st year students and personal interactions with each student/ parent during PTA Meetings	Highly positive feedback from parents
Coordination of various committees for student welfare	Smoother and more effective functioning were witnessed.
Encouraged all the departments to organize seminars/conferences at the Regional and National levels.	All the departments successfully conducted academic programmes at both levels.
To continue the class room chronicle system prevalent in the campus	Awareness created among students and teachers regarding the utilization of class hours
To organize a national workshop on Moodle System	Knowledge acquisition regarding the modus operandi of Moodle System
Timely and prompt conduct of internal examinations	Timely remedial practices can be imparted to students
To organize extracurricular activities without affecting the academic morale of students	Balanced and congenial academic background for the students

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
College Council	07-Jan-2019
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	15-Jan-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>Management Information System (MIS) is used for the purpose of collecting all the formalized forms of information from the stakeholders and integrating them in the best possible manner. Admissions, Student Attendance and Fee collection are computerized. Group sms facilities are included in the College website for more effective and quick communication with the parents. Software facilities are also utilized for the conduct of examinations, preparation of salary bills and other financial transactions. The College has internet and intranet facility with a centralized server which facilitates easy collection of data and information. ??The relevant information regarding the College is put up on the website. The College handbook with all details on the institution is provided to all staff and students.</p>

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Being a College in the Aided stream, the Institution has very little freedom to intervene or innovate on the academic framework, apart from the role that can be played by the faculty members who serve as members of the various Boards of Studies. However, primary importance is given to the academic track records and related progress parameters of the students.. Therefore, the departments are very regular not only in the timely conduct of the various examinations, but

also in recording and evaluating the progress of each student. Remedial measures are adopted to rectify the problems of those who score fewer marks and also to those who go down the academic ladder. The mark lists are handed over to the Principal who scrutinises the lists and proceeds to adopt necessary measures with regard to the grades that are scored. Absentees who have been unable to appear for the exams for valid reasons, are given re-tests so that they do not lose the opportunity to score marks for the internal examinations. Each dept prepares an action plan at the beginning of the academic year and discusses the curriculum in the staff meeting. In each class, students on the basis of their potential are divided into high achievers, medium achievers and low achievers. Brainstorming sessions are encouraged in each class. High achievers are entrusted with the responsibility of peer teaching. Equal importance is given to medium and slow learners. In order to deliver the curriculum, we also conduct programmes like SSP (Students Support Programme) in a very effective manner. Generally teachers use lecture method and other innovative and customised methods to teach their students. Literature students are given theatre experience in class rooms. Poetry recitals, play performances etc animate their classes. Mock elections, model parliament, press visit, personality profiles of celebrities enliven students of Journalism and Political Science. The Dept of Electronics conducts internal training programmes and workshops to familiarise the complicated concepts in the curriculum. They conduct workshops to garner ideas from students with the help of Kerala Start Up Mission . Students prepare projects based on this and conduct exhibitions in neighbouring schools so as to get familiarised with their innovative ideas. Psychology Dept imparts hands on experience for their students inculcating counselling skills among students. They identify problem children through various counselling sessions. Field visits, adoption of schools etc equip the Psychology students with the necessary skills expected in their profession. Dept of Computer Science conducts internal workshops and computer assembling classes for their students. The Dept of Commerce as part of their curriculum, conducts industrial visits and sends students to banking institutions like ESAF for imparting practical knowledge.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

Certificate	Diploma Course
No Data Entered/Not Applicable !!!	

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Antecedents and Correlates of Abnormal Behaviour	12/11/2018	8
Content Enrichment in Social Sciences	10/07/2018	37
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MSc	Clinical Psychology	12
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
<p>The College is involved in the process of introducing the online feedback system from its various stake holders. Teachers, Non teaching staff, Parents, Students and Alumnae comprise our stake holders. As of now, the manual system of collecting feedback is followed. The Principal goes through the feedback forms and personally interacts with the students, teachers and other concerned individuals and suggests remedial measures in the case of major pitfalls, and records the positive qualities that are mentioned by the individual stakeholder. Being a college in the rural part of Thrissur city viz. Pudukad, parents of our students are not very tech-savvy. Most of them prefer manual way of giving feedback. But steps are on the anvil to develop a software to gauge feedback from students and teachers. Presently, the feedback questionnaire carries questions on the functioning of the college, departments and individual faculty members. Principal collects feedback from the final year students at the fag end of the academic year. Each teacher will be given the feedback by the students for self-evaluation and to eke out corrective steps in future. We organize class wise PTA meetings and General Body Meetings twice a year to collect feedback. Meetings in the beginning of the academic year elicit opinions from parents and meeting in March will assess the academic performance of the students. Principal with the help of the whole teaching staff conducts SWOC Analysis to find out the Strengths, Weaknesses, Opportunities and Challenges in the academe. This type of analysis helps us to enhance our strong points, do away with the weaknesses, unleash the hidden potential by providing our students new opportunities and empower them to scale greater heights by taking up great responsibilities in life. Our alumnae meet annually to discuss</p>

matters pertaining to their alma mater. Analysing the situations, they give away scholarships and other incentives to the needy students. Alumnae also help their depts during their times of need. They meet annually and discuss academic and non-academic matters pertaining to college and help the institution eke out steps to further the developmental activities of the college. Their pro-active approach has facilitated the progress of the institution and helped the college authorities in coming up with new, innovative and student-friendly initiatives. As we have alumnae from different walks of life, their contribution boosts the wholistic development of our college.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
PhD or DPhil	Psychology	6	5	5
BSc	Electronics	36	684	33
BSc	computer Science	36	1401	36
BCom	Finance	60	4294	59
BA	English	40	2212	39
BSc	Psychology	36	2097	34
MSc	Clinical psychology	12	201	10

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	611	22	26	0	7

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
33	25	4	12	2	5

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Prajyoti Niketan College, Pudukad has been following a very systematic and effective Mentoring system in the college. Student Mentoring is an integral part of the functioning of the college. The teaching staff of all the

departments are entrusted with the role of mentors and they act as trusted counsellors and mentors to the students. They play the role of guides to support the students in their academic, personal and family issues. For the effective implementation of this programme, the teachers are assigned with students from their departments at an average ratio of 1:20. The mentors meet their mentees regularly during morning hours before the class(9.30 am) or in the evening hours after the class(3.30pm). All the teachers are maintaining records and files of the mentoring sessions. Mentoring System helps to form a healthy bond between the mentors and the mentees. The mentor teachers perform academic evaluation of the students and guide them accordingly. Needy students are directed to the College Counselling Cell for further expert support. Teachers meet the student's parents once in each semester or twice in a year and discuss the need or problem of the student with the parents. Weak students are identified and are directed to the remedial coaching sessions conducted in the college. Along with the department mentoring sessions, students with good academic skills are guided through the Walk with a Scholar Programme(WWS), average students are guided through the Additional Skill Acquisition Programme(ASAP) and weak students are supported through the Student Support Programme(SSP) of the State Government. Students are also benefited through the professional internal and external mentoring sessions handled by experts in the areas through these government programmes.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
633	33	1 : 20

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
34	25	9	8	18

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Dr.E.Sandhya	Associate Professor	Avaneebala Puraskaram for the poetry collection Perillavandiyil
2018	Dr.E.Sandhya	Associate Professor	received Kamala Surayya special Jury Award story titled Burj Khaleefa received Thakazhi Sahitheeyam
2018	Dr.E.Sandhya	Associate Professor	Pradhama Ayyappakuruppu Smaraka Cherukatha Special Jury Award
2018	Dr.E.Sandhya	Associate Professor	received Lenin Irani special Jury Award Poem titled Veendedukkal
2018	Dr Dhanya Menon	Associate Professor	IRDP Award(Dr APJ Abdul Kalam Life Time Achievement Award)

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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MSc	MCP	4th semester	02/07/2018	24/07/2018
BCom	BCM	6th semester	20/03/2019	06/05/2019
BA	ENG	6th Semester	29/03/2019	18/05/2019
BSc	ELE	6th Semester	29/03/2019	18/05/2019
BSc	BCS	6th Semester	29/03/2019	18/05/2019
BSc	PSY	6th semester	29/03/2019	18/05/2019

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Continuous Internal Evaluation is a major component of the curriculum adopted by the institution. Class tests are conducted by the teachers regularly as a teaching learning activity. Two internal exams are conducted during each semester, the dates for which are marked in the Academic Calendar published at the beginning of each year. In case the students are unable to report on the day of these exams, retests are conducted. Students who miss both the internal exams for valid reasons are given the chance to appear for a Model Exam based on the syllabus for the specific paper for the whole syllabus. Other students are also encouraged to take this test, as a preparatory exam. • Students engaged in other activities like Sports, NCC, NSS, and cultural activities are given the chance to appear for special tests to make up for their possible absence during the internal exams. • Attendance is marked each hour, and the corresponding marks for attendance are reckoned in the calculation of Internal assessment marks. • In addition, the students make Seminar presentations and submit assignments, the marks scored in which are also reckoned as Internal Assessment marks. • The institution tries to incorporate innovative ways of modifying the internal assessments. Oral exams and viva voce are conducted as part of these measures. Advanced learners are assigned as panelists for such oral tests and group discussions. • Tests are also conducted online , to give the students an edge in their preparations for online entrance exams and career entry exams.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Based on the Action plan received from the departments and in reference to the University academic calendar, the college prepares the yearly Academic Calendar. It conveys the date of commencement of semesters, model exam dates, internal mark publishing dates and semester end dates. Staff council follows up the schedules and make necessary changes if needed. An Action plan is prepared by each department at the beginning of each semester. The departments organise meetings of the teachers to chalk out the curricular and extra curricular activities for each semester. Duties are assigned to each teacher to ensure the smooth implementation of the action plan. Monthly targets are set for the completion of the portions. Based on the Action plan inputs from the departments, the college prepares the Academic Calendar for each year, marking the dates for internal exams and the observation of each special day in the

calendar. The Principal convenes monthly meetings of the Academic Council comprising the Heads of each department, to review the monthly progress. The departments organise meeting before and after each of these Academic Council Meetings. In addition, at least two Staff meetings are held twice in each year. The departments submit a half yearly report at the end of the Odd semester and a Yearly report at the end of the academic year. These are reviewed by the Principal and subsequently forwarded to the College Managing Governing Body and the affiliating University.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://prajyotiniketan.edu.in/programme-outcome>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BCM	BCom	Commerce	55	51	93
ENG	BA	English	41	37	90
ELE	BSc	Electronics	37	32	87
BCS	BSc	Computer Science	38	34	89
PSY	BSc	Psychology	37	36	97
MCP	MSc	Clinical Psychology	12	12	100

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://www.prajyotiniketan.edu.in/feedbacks>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Students Research Projects (Other than compulsory by the University)	365	KSCSTE	0.4	0.4
Industry sponsored Projects	120	ASPIRE	0.32	0.32

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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
National Workshop on Moodle	Dept. of Computer Science IQAC	19/01/2019
Orientation Programme on Entrepreneurship	IEDC	12/07/2018
Regional Workshop on Mobile App Development	IEDC	25/07/2018
Regional workshop on IoT	IEDC	01/08/2018
Workshop on Entrepreneurship	IEDC	19/09/2018
Expert Mentoring	IEDC	03/12/2018
Workshop on Personality Development and Mind Power	IEDC	11/12/2018
Workshop on Linux Programming	Dept. of Computer Science	23/10/2018
Seminar on Soft Skill Development	Dept. of Computer Science	23/01/2019
Workshop on Placement training	Dept. of Computer Science	06/12/2018
Workshop on SPSS	Dept. of Computer Science	05/02/2019
Workshop on PHP	Dept. of Computer Science	08/03/2019
Training programme on Mock Interview and Group Discussion	Dept. of Computer Science	18/12/2018
National Conference on Youth and Mental Health	Dept. of Psychology	12/10/2018
Regional workshop on Crisis Intervention: Kerala Flood	Dept. of Psychology	31/08/2018
Workshop on Foundation Skills for Entrepreneurship	Dept. of English	18/09/2018
Workshop on Language, Culture, Identity and Society	Dept. of English	04/12/2018

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
E-voting Machine	Deepthi Jayadeep	Vidhya Engineering College, Thrissur	08/02/2019	All Kerala Project Competition
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Psychology	12	3.83
International	Statistics	3	1.08
International	Journalism	3	1.97
International	Political Science	1	5.35
International	Commerce	1	0
National	Psychology	1	0
National	Computer Science	1	0
National	Malayalam	1	0
National	Hindi	2	0
International	Electronics	1	1.51
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
English	1
Computer Science	2
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Humidity Sensitive Flexible Microwave Absorbing Sheet	Ms. Umadevi K S	Arabian Journal for Science and Engineering	2019	1	Department of Electronics, Prajyoti Niketan College,	3

Using Poly aniline-Polytetrafluoroethylene Composite					Pudukad, Kerala, India	
Gut Microbial Dysbiosis in Indian Children with Autism Spectrum Disorders	Dr. Milu Maria Anto	Microbial Ecology	2018	1	Department of Psychology, Prajyoti Niketan College, Pudukad, Kerala, India	39
Some Reliability and Other Properties of Beta-Transformed Random Variables	Dr. Sandhya E	Stochastics and Quality control	2018	8	Department of Statistics, Prajyoti Niketan College, Pudukad, Kerala, India	0
Framing Media Ethics: Repercussions in the Neo-Liberal Culturescape	Dr. Simi Varghese	International Journal of Recent Technology and Engineering	2019	0	Department of Journalism, Prajyoti Niketan College, Pudukad, Kerala, India	0

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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Gut Microbial Dysbiosis in Indian Children with Autism Spectrum Disorders	Dr. Milu Maria Anto	Microbial Ecology	2018	1	39	Department of Psychology, Prajyoti Niketan College, Pudukad, Kerala, India
Some Reliability and Other Properties of Beta-Transformed	Dr. Sandhya E	Stochastics and Quality control	2018	8	0	Department of Statistics, Prajyoti Niketan College,

Random Variables						Pudukad, Kerala, India
Framing Media Ethics: Repercussions in the Neo-Liberal Culturescape	Dr. Simi Varghese	International Journal of Recent Technology and Engineering	2019	0	0	Department of Journalism, Prajyoti Niketan College, Pudukad, Kerala, India
Humidity Sensitive Flexible Microwave Absorbing Sheet Using Poly aniline-Polytetrafluoroethylene Composite	Ms. Umadevi KS	Arabian Journal for Science and Engineering	2019	1	3	Department of Electronics, Prajyoti Niketan College, Pudukad, Kerala, India
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	8	28	2	5
Presented papers	11	6	0	0
Resource persons	1	3	2	18
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Relief activities in Desamangalam Relief camp	Psychology Department	3	8
Relief activities in Kooranchery during flood	Psychology Department	3	8
Crisis Management Program	Psychology Department	7	150
Training for ASHA workers	Psychology Department and	3	0

	District Mental Health Program (Thrissur)		
Technology Awareness programme for Kudumbasree members	Computer Science Department	1	5
Street play in connection with Leprosy day and AIDS day	NSS and Govt. Thaluk Hospital, Pudukad	2	25
Cloth bag distribution	NSS and Suchitwa Mission	2	85
Water purification	NSS and Municipality (Chalakydy) Grama Panchayath (Pudukad, Parapookara, Nenmanikara)	2	90
Post flood cleaning	NSS and Grama Panchayath (Pudukad, Nenmanikara)	2	150
Technology Awareness Programme	Electronics Department and GVHSS, Pudukad	3	35
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Sweep 2018	Award for best college. Award for best student Coordinator: Mr. Austin James	Election Commission of India	76
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Outreach Programme	NSS/Govt. Thaluk Hospital, Pudukad	1. Street play in connection with Leprosy day 2. Hospital cleaning	2	68
Outreach Programme	NSS/Suchitwa mission, Kerala	1. Awareness on plastic use 2. Distribution of cloth bags	2	85

		3.Paper pen making 4.Cleaning 5. Steel Glass Purchasing 6. Vegetable gardening		
Outreach Programme	NSS/Red Ribbon Club, Kerala	Street play in connection with AIDS day awareness class	2	25
Outreach Programme	NSS/Grama Panchayath, Pudukad	1 Flood Relief Activities 2. Survey and Field Action (Water Purity Testing)	2	150
Extension activity in connection with Election	Election Literacy Club/Department of English/ Election wing, Thrissur Collectorate	SWEEP 2018	1	76
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Internship	Hospital internship for PG Students	Govt Mental Health Centre , West Fort, Thrissur-6800 04, Phone Number: 0487 -2383684. Mail Id: mhc thrissur@gmail.com	11/02/2019	17/05/2019	9
Internship	Hospital internship	Louise Mount Hospital,	11/02/2019	11/05/2019	3

for PG Students	Chennalode, Wayanad, Kerala-673122, Phone Number: 0493 6-250483, Mob: 7561891483
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Red Hat India Private Ltd	15/03/2019	Redhat Certification for Computer Science Students	8
Canetis Technologies Pvt. Ltd, Mamangalam	20/11/2018	Consultancy	10

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
4.25	4.15

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing

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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Book Magic	Fully	5.0	2007

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total

Text Books	14713	3158880	474	101767	15187	3260647
Reference Books	1581	339440	51	10914	1632	350354
Weeding (hard & soft)	210	27510	12	1300	222	28810
Journals	19	41150	0	0	19	41150
Digital Database	1	5900	0	0	1	5900
CD & Video	360	0	67	0	427	0
Library Automation	1	65000	0	0	1	65000
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Deepthi M Pisharody	Computer Science(4)	College Web Site	08/06/2018
Tony C Mathew	Commerce (10)	College Web Site	22/06/2018
Dr. Sonia Sunny	Computer Science (5)	College Web Site	13/07/2018
Rincy T A	Computer Science (2)	College Web Site	27/07/2018
Jibish Mathew	Electronics (2)	College Web Site	10/08/2018
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	86	39	5	5	5	8	24	10	0
Added	0	0	0	0	0	0	0	10	0
Total	86	39	5	5	5	8	24	20	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

20 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Computer Network 1	https://drive.google.com/file/d/1mDXrgJUEkqgRjNCthBhZfme2qd1DkhDd/view?usp=sharing

Computer Network 2	https://drive.google.com/file/d/151jnhD3YLjObn4BF-isAHoLNg4zfly4/view?usp=sharing
Computer Network 3	https://drive.google.com/file/d/150WiE6JjiKIFCqTj4JIuO7XAI3qYOwzV/view?usp=sharing
Computer Network 4	https://drive.google.com/file/d/12x0oNEk5P5WKLfAlfMngzWclIwYNWJSL/view?usp=sharing
Business Regulations 1	https://drive.google.com/drive/folders/1vbgAE0SaKnWiiPmJ-mUaF7G8FNjDxq9z?usp=sharing
Business Regulations 2	https://drive.google.com/drive/folders/1vbgAE0SaKnWiiPmJ-mUaF7G8FNjDxq9z?usp=sharing
Business Regulations 3	https://drive.google.com/drive/folders/1vbgAE0SaKnWiiPmJ-mUaF7G8FNjDxq9z?usp=sharing
Business Regulations 4	https://drive.google.com/drive/folders/1vbgAE0SaKnWiiPmJ-mUaF7G8FNjDxq9z?usp=sharing
Business Regulations 5	https://drive.google.com/drive/folders/1vbgAE0SaKnWiiPmJ-mUaF7G8FNjDxq9z?usp=sharing
Business Regulations 6	https://drive.google.com/drive/folders/1vbgAE0SaKnWiiPmJ-mUaF7G8FNjDxq9z?usp=sharing
Business Regulations 7	https://drive.google.com/drive/folders/1vbgAE0SaKnWiiPmJ-mUaF7G8FNjDxq9z?usp=sharing
Business Regulations 8	https://drive.google.com/drive/folders/1vbgAE0SaKnWiiPmJ-mUaF7G8FNjDxq9z?usp=sharing
Business Regulations 9	https://drive.google.com/drive/folders/1vbgAE0SaKnWiiPmJ-mUaF7G8FNjDxq9z?usp=sharing
Business Regulations 10	https://drive.google.com/drive/folders/1vbgAE0SaKnWiiPmJ-mUaF7G8FNjDxq9z?usp=sharing
Data Structure 1	https://drive.google.com/drive/folders/1d_x2qWbY_PfwhROTlnka3qy0hgdA1B9k?usp=sharing
Data Structure 2	https://drive.google.com/drive/folders/1d_x2qWbY_PfwhROTlnka3qy0hgdA1B9k?usp=sharing
Data Structure 3	https://drive.google.com/drive/folders/1d_x2qWbY_PfwhROTlnka3qy0hgdA1B9k?usp=sharing
Data Structure 4	https://drive.google.com/drive/folders/1d_x2qWbY_PfwhROTlnka3qy0hgdA1B9k?usp=sharing

Data Structure 5	https://drive.google.com/drive/folders/1d_x2qWbY_PfwhROTlnka3gy0hgdA1B9k?usp=sharing
Java 1	http://prajyotinetan.edu.in/resources/
Java 2	http://prajyotinetan.edu.in/resources/
Microprocessor	https://drive.google.com/file/d/1rcz7K9ZsZ4zizBhtdVrYGLoNOAq2GfBn/view?usp=sharing
Audio Video	https://docs.google.com/spreadsheets/d/1V60iCsg8PxNhryy4xcoboILISM4h_Cokd90ezNULCuU/edit?usp=sharing

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
1.5	1.5	1	1

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

PRAJYOTI NIKETAN COLLEGE, PUDUKAD INFRASTRUCTURE POLICY Prajyoti Niketan College aims to develop high-tech campus with modern facilities/learning resources as per the curriculum requirements and norms of statutory/regulatory bodies. The College provides resources and infrastructure for academic excellence according to its vision and strategic objectives. The College has a policy for the creation and enhancement of infrastructure in order to promote a good teaching learning environment. The policy is implemented through Strategic and Annual Academic Planning conducted in the departments and in IQAC. Respective departments submit departmental requirements to IQAC. After discussion and as per needs, IQAC forwards it to Principal and College Purchase Committee. On receiving approval, execution is made. Some of the key concerns are: 1. Upgrade the IT infrastructure regularly in view of the recent developments and change in technology to meet the teaching - learning requirements. 2. Learning resources, curriculum, session plan, class time table, recorded lectures, assignments, assessment, student feedback etc. can be made available online for enhancing the teaching-learning experience. 3. To provide more facilities for Mental Health Clinic, Computer Lab, Language Lab, Electronics Lab, Psychology Lab etc. for having a better hands-on experience. 4. The library serves as a rich workspace for students to do research and reference. To facilitate better referencing, the Library can serve as an integrated Knowledge Resource Centre that are stocked with sufficient books, periodicals, references, national and international journals, CD-ROMs etc. covering all aspects of academic studies and research material. Free WI-FI, internet access, free download and printout facility have to be provided. 5. To provide excellent sports facilities and opportunities to students for regular work-out, Lifestyle management and interaction. 6. To establish a dedicated maintenance department responsible for carrying out the duties like the maintenance of buildings, class rooms, laboratories, hostels, cafeterias, sports facilities, utilities, lawns etc. The maintenance team may have qualified and skilled manpower for civil work, electric work, plumbing,

carpentry work etc. 7. Reprographic, Photocopy services, Books Stationary facilities, Departmental Store etc. are to be provided. 8. To equip and maintain the college auditorium with full-fledged audio-visual equipment and digital projection systems. 10. Girls hostel guarded by 24 hours security and facilities like vegetarian and non-vegetarian cuisine, free Wi-Fi etc. 11. Enhancement of Psychology research centre and its related facilities. 12. To promote start-up related activities and to commence an incubation centre with the support of Kerala Start Up mission.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Management Aid to Students	81	193730
Financial Support from Other Sources			
a) National	Endowments, Egrantz Scholarships,	384	1637545
b) International	0	0	0

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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Yoga	23/07/2018	87	Department of Physical Education
Soft Skill Development	23/07/2018	81	Department of English
Mentoring	04/06/2018	628	Departments of Psychology, English ,Electronic,Computer Science and Commerce
Personal Counselling	05/06/2018	26	Department of Psychology
Language Lab	04/06/2018	241	Department of English and Learn Soft - Earthlight Technology
Remedial Coaching	03/09/2018	150	Departments of Psychology, English ,Electronic,Computer Science and Commerce

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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	NET/JRF Coaching	9	9	9	0
2019	M Phil Entrance Coaching	5	5	5	5
2019	MSc Entrance Coaching	35	35	35	35
2019	Career Counselling	32	32	32	32
2019	Ph D	2	2	2	2
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
12	12	3

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No organization visited	0	0	Infosys, Wipro, TCS	34	7
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	26	B Com	Commerce	Various institutions	Various Programmes
2019	12	B Sc	Electronics	Various institutions	Various Programmes
2019	12	B Sc	Computer Science	Various institutions	Various Programmes
2019	23	B A	English	Various institutions	Various Programmes
2019	35	B Sc	Psychology	Various institutions	Various Programmes

2019	8	M Sc / M Phil	Clinical Psychology	Various institutions	Various Programmes
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	19
CAT	1
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Talents Day	College	124
Mr. and Ms. Prajyoti contest	College	50
Fine Arts	College	320
Sports	College	280
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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Young Mucision of the Year Award	National	0	1	3636	Manu RamaC handran
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The College Union Council is the main student administrative body which organises all academic and non academic programmes in the College. The council comprise of seventeen students who are elected by the students of the college. The Council has a nine-member executive Committee led by the Chairman. Both the union council and Executive committee functions under the guidance of the staff advisor, who is a teacher appointed by the principal. The Union Council organizes the major events viz. Fine Arts Day and Sports Day under the leadership of the Fine Arts Secretary and General Captain respectively. Each department celebrates its association Day under the leadership of the Association Secretaries. The University Union Councillor (UUC) represents the students of the college in the University Union Council. As per the notification and rules issued by the university, the College union Council for the Academic year 2018-'19 was elected to the office on 03/09/2018. The union council under the Chairmanship of Mr. Sreenath Menon has organised a number of programmes such as College union Inauguration, Fine Arts Day, Sports Day, Teachers' Day, Ethnic Day, Founder's Day, College Day etc. in the college. The Council has also rendered its assistance in organizing various academic and non-academic programmes like association inaugurations, seminars, workshops, blood

donation camp, anti-ragging campaign etc. Under the Union Council a good number of our students participated in the De-zone and inter-zone competitions organized by the university where our students attained many prizes. The Union Council has also proved its social commitment by actively involving in various social activities, particularly in the flood relief activities of the State Government and local governing institutions. Further, representation of the Students is strictly ensured in various clubs like Dance Club, Music Club, Drama Club, Debate Club, Quiz Club, Health Club and Election literacy Club forums such as Speakers' forum and Writers' Forum and cells like Women Cell and Grievance Cell run by the college. These clubs, forums and Cells meet regularly and organize many programmes which help the students to grow particularly in their extra-curricular activities. The activities of the election literacy club of the college helped the college to obtain the Best College Award in SWEEP, constituted by the Election Commission of India. The Vice Chairman of the College Union Council always represents the students in the Library Council. Ms. Nina S., the Vice Chairman of the Union Council 2018-19, has been the student member to the Library Council. Apart from this the students are also members of various ad-hoc committees constituted for conducting different academic and non-academic programmes.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

228

5.4.3 – Alumni contribution during the year (in Rupees) :

32000

5.4.4 – Meetings/activities organized by Alumni Association :

Yearly Alumni Meeting- The Annual Alumni meeting was held on 22nd December 2018. Dr Mary Paul has been elected as Convener, Mr Sujith E S has been re-elected as Vice-President and Dr Soumya Starlet has been elected as Treasurer of Alumni Association.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The activities of the college are coordinated by the College Development Council, which meets every month to plan and review the academic and non-academic activities of the college. Besides that there is a PTA Executive, wherein the management involves the representative of parents and teachers too in the key decisions and administration. Moreover there is Parent Well-wishers' Teachers' Association which takes care of the infrastructure development of the college. These bodies usually meets minimum twice in a year. The college has also academic staff council which consists of Heads of the departments and also staff and students coordinators among the teachers. The academic staff council meets every month to plan for the activities of the next month and to evaluate the implementation of the previous decisions made. The members of the councils are enthusiastic and energetic to spend their time and resources for decision making and timely implementation of the decisions which ultimately benefits the students.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	<ul style="list-style-type: none"> • The College follows Calicut University Single Window admission process for UG,PG and Ph.d programmes. • The Admission Committee, constituted according to the rules and regulations laid down by the University, comprising of the Principal, Nodal Officer, Heads of all Major Departments and the Office Superintendent monitors the admission process. • The norms and guidelines of the Government and the University, including reservation for socially backward and differently-abled persons are strictly followed. • The admissions to Management Quota and Community Quota are managed by the College following the regulations of the University.
Industry Interaction / Collaboration	<ul style="list-style-type: none"> • The College promotes Institute-Industry Interface through various programs like internships and visits to Institutes and Industries. • Students of department of Commerce trained under various organisation like ESAF Small Finance Bank, Hedge Equities, Appolo Tyres etc from 30 days to 60 days.
Human Resource Management	<p>Human Resource Management</p> <ul style="list-style-type: none"> • The institution practices decentralization and participative management. • The college has a self-appraisal system to evaluate the performance of the faculty. Feedback is collected from the students at the end of a semester. • The faculty members are encouraged to attend conferences, orientation programmes, refresher courses, workshops and other short term courses and update themselves.
Library, ICT and Physical Infrastructure / Instrumentation	<ul style="list-style-type: none"> • Computerized Library • Psychology department is maintaining Departmental library with 219 psychology books of National as well as International authors • 4 Laboratories in different disciplines • Well maintained classrooms with projector facilities • Wi-Fi enabled campus • CCTVs are installed at crucial spots in the campus
Research and Development	<ul style="list-style-type: none"> • The institution has formed a Research

Committee to monitor these activities.

- College is having a Research department in psychology under the University of Calicut, where 7 faculty members are research guides and scholars are actively participating research activities.
- College is publishing an annual peer reviewed multi-disciplinary journal named 'ANDROMEDA'
- Department of Commerce published the proceedings of the international conference 'ICMAS-1' in UGC approved peer reviewed journal 'ASIAN REVIEW OF SOCIAL SCIENCES'
- In association with ESAF Small Finance bank, students of department of Commerce conducted a market survey on 'Market preparedness of auto-rickshaw drivers to convert into E-autos' and with the results of the study, bank developed a loan product for the auto drivers.

Examination and Evaluation

? The college follows continuous evaluation system. ? The college conducts two internal exams in each semester as per the curriculum and conducts monthly exams on each subject for a continuous monitoring of students ? Each student is asked to submit one assignment or to conduct one seminar presentation in a semester. ? Viva-voce exams are conducted for encouraging students self confidence and knowledge development. ? For the benefit of students with low grade, a retest is conducted after remedial coaching sessions ? The college follows the University schedule to conduct external examinations at the end of each semester

Teaching and Learning

Specific strategies of teaching and learning are formulated both at the College level and Department level.

College level:

- Conducting 4 Certificate Courses and Career-oriented Programmes
- Orientation and Induction programmes for the freshers.
- Formal and Informal feedback on student performance to parents.
- Monitoring government sponsored programmes like WWS, SSP, ASAP.
- Effective Mentoring and Personal Counselling
- Interactive Sessions /Workshops/Discussions with Experts/Academicians/Alumni

Department Level:

- Peer-group Learning in which Advanced Learners are grouped with Slow Learners
- Remedial Classes to Slow

	Learners, and challenging assignments, encouragement for participating in competitions for Advanced Learners • Experiential Learning through experiments, student projects, field trips, study tours, internships etc.
Curriculum Development	Faculty members are having membership in various bodies like Faculty of Science, and Languages and Board of Studies directly participate in Curriculum development at the University level. ? At the institutional level the following steps are taken: • In the beginning of each Semester the Principal convenes meetings of the HODs and discuss the curriculum and its implementation. • At the Department Level, the prescribed Curriculum is discussed in detail by the HODs. 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. • The Institution gets feedback from the stakeholders every year regarding curriculum and relevant suggestions are intimated to the Bodies concerned.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	Computerization of the planning and development section is initiated.
Administration	The administrative procedure is computerized currently. The plan is to convert the entire process in next three years.
Finance and Accounts	Finance and accounts department is computerized
Student Admission and Support	Admission of students is held through the Common Admission procedure of the University of Calicut. The subsequent measures for scholarship are also done online.
Examination	Student registration for university examinations are done online. The results are also declared online.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial	Name of the professional body for which membership	Amount of support
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		support provided	fee is provided	
2018	Dr.Nice Mary Francis	International Conference on Management and Allied Sciences	Nil	3500
2018	Dr.Sukanya B Menon	International Conference on Management and Allied Sciences	Nil	3500
2018	Dr. Milu Maria Anto	Contemporary technologies:Prospects and challenges for psychological well-being	Nil	600
2019	Ms.Simi Varghese	International conference on Emerging trends in the english and foreign language teaching organized by VIT Chennai	Nil	2500
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Workshop on 'Moodle'	Workshop on 'Moodle'	19/01/2019	19/01/2019	33	17
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
NPTEL - AICTE faculty development programme on Stress Management,	1	01/08/2018	30/09/2018	28
UGC sponsored workshop on	1	22/10/2018	26/10/2018	5

MOOC, E-content Development and Open Educational Resources by UGC-HRDC, Bharathiar University				
UGC Sponsored Refresher Course in Computer Applications by UGC-HRDC, University of Calicut	1	14/11/2018	04/12/2018	21
Mooc and E content development" held at Pondicherry University HRDC	1	22/05/2019	04/06/2019	13
GIAN course "Biomedical Imaging - Advanced FLIM - FRET Microscopy Techniques for Cancer Cellular Imaging" held at Dept. of Medical Physics, Anna University	1	17/12/2018	22/12/2018	5
GIAN(Global Initiative of Academic Networks) course of MHRD on "Data and Text Mining in Bioinformatics" at National Institute of Technology, Calicut	1	10/09/2018	14/09/2018	5
Two weeks refresher course in IOT - HRDC Hydrabad	1	02/12/2018	22/12/2018	20
Refresher course in social sciences (ID) conducted by UGC- Human Resource	1	17/05/2018	06/06/2018	20

development centre, Bharathiar University				
Short -term course in gender resource development centre, University Of Kerala, Thiruvanthapuram - sensitization conducted by UGC-Human	1	21/12/2018	29/12/2018	10

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	8	0	4

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<ul style="list-style-type: none"> Interest free loans provided by management to teaching staffs upto Rs.30,000/- to be repaid in 15 instalments Upto 75 of the monthly salary is provided as advanced to guest lecturers. 	<ul style="list-style-type: none"> Interest free loans provided by management to non-teaching staffs upto Rs.30,000/- to be repaid in 15 instalments 	<ul style="list-style-type: none"> An amount of Rs. 1, 93,730 is provided to students as management aid.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

<ul style="list-style-type: none"> Internal and external auditing is done regularly by the institution to ensure the efficiency and effectiveness of the funds mobilized and utilized to the best of the institution and to meet the statutory requirements A practicing chartered accountant firm Tinu and Tibu Associates conducts the internal audit of the institution in order to ensure the accuracy and transparency of the statement of accounts Both periodic and annual external audit is done by State government auditors
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6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Alumni members, Individuals	150000	Computer Lab and Union Activities

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6.4.3 – Total corpus fund generated

150000

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	N.A	No	N.A
Administrative	Yes	Government	Yes	Tony Tibu Associates

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

• PTA functions actively in campus. • Executive meetings and general body meetings are organized. • Class-wise open houses are gathered and evaluated the performance of the students and gathers the suggestions of the parents • PTA supports in resource mobilisation for infrastructure development and student support activities • Parents' assessment of the infrastructure of the college, staff, and quality of teaching, different programmes conducted by the college is also collected as feedback.

6.5.3 – Development programmes for support staff (at least three)

• Computer and technical training is provided in their respective domains • Trained administrative staff in Public Finance Management System • Staffs were sent to training on 'Service and Payroll Administrative Repository for Kerala (SPARK)'

6.5.4 – Post Accreditation initiative(s) (mention at least three)

• Started research centre in the department of Psychology under university of Calicut, where all the seven faculty members are research guides • University sanctioned 3 new courses and awaiting the sanction from the Government of Kerala. • Initiated the process of beginning B.Voc courses.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Financial Literacy week observation	05/06/2018	05/06/2018	05/06/2018	150
2018	International Conference on Management and Allied Sciences (ICMA S-1)	25/10/2018	25/10/2018	26/10/2018	50
2019	Moodle Training	19/01/2019	19/01/2019	19/01/2019	50

	advantages and disadvantages	and contribute to local community					
2018	1	1	15/08/2018	1	Cleaning Taluk hospital, Pudukad	Hygiene of local hospital	90
2019	1	1	29/01/2019	1	Mock Election - Introducing Voting Machine and VVPAT	Election Awareness	79
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Prajyoti Kudumbakkoottaima	04/07/2018	The small booklet provides the stakeholders awareness about the vision and mission of the college. The booklet briefly explains how the institution imparts human values and ideals to its students. It emphasizes the role of the HEI in character formation of each student. It also briefs about the committed teachers who have strong value orientation and ethical consciousness. The handbook reiterates the accountability of the institution in providing a wholistic and progressive academic ambience for its students.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Flood Relief Programmes	20/08/2018	26/08/2018	150
Psychological Support and Counselling to Flood Victims	23/08/2018	17/10/2018	85
Visit to Orphanages	21/09/2018	21/09/2018	80
Hair Donation	01/10/2018	01/10/2018	39

Programme for Cancer Patients			
Post-Flood Cleaning of Wells	22/09/2018	22/09/2018	90
Pain and Palliative Care Programme	14/07/2018	20/03/2019	100
Crisis Management Skills Training Programme for PG Students of Other Institutions	29/09/2018	29/09/2018	150
Training Programme for the Asha Workers of Kodakara Block Panchayath to identify Mental Health Issues in General Population	30/09/2018	30/09/2018	150

[View File](#)

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

All electronic gadgets that are no longer useful are carefully kept aside and sold or given away, so that none of the electronic waste is retained in the campus.

The NSS plays a key role in inculcating a deep awareness of the environment to the rest of the student community.

The Prajyoti Niketan College Campus, unlike most of its peer institutions, is located among hundreds of rubber and other trees, in an area spanning more than 25 acres. Hundreds of herbal plants, mango groves and vegetable trees adorn the campus, and it is second nature for our students to nurture the plants and trees with utmost care and concern.

All the trees in the campus are labelled under their botanical species names, and the students take the initiative to grow varieties of fruits and vegetables in small garden patches within the campus.

The sprawling green campus is the habitat of numerous flora and fauna. Green vegetation and fruit trees are maintained to attract butterflies, insects and birds. Trees, plants, insects and birds provide the ideal ecological ambience for academics.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

The two institutional best practices are 1. CENTRE FOR COMMUNITY ENGAGEMENT 2. PRAJYOTI-CLINIC The Centre for Community Engagement was established at Prajyoti Niketan College, Pudukad in 2013. The aim of the Centre is to identify the needs of the local people of Pudukad and to cater to the special needs including the academic, physical, psychological, cultural and spiritual needs of the local community and to develop a sense of brotherhood among the members of the community. The Centre functions as a decentralized body with the support of the Management, the Principal, IQAC, Departments, NSS and various clubs of the college. The Centre for Community Engagement's primary task is to identify the areas where the local community needs support and help. This is done through interactions with the community members through various ways. The Centre then informs the needs of the community to the Principal and IQAC Coordinator who in

turn assigns different activities to various departments and clubs. All the activities among the local community are thus divided among the departments, clubs and forums functioning in the college. The academic need of the local community especially in the field of English Learning is taken care by the Department of English of the college. Pudukad, being a rural area most of the lower and upper primary students of the schools are not exposed to English at home. Hence the teachers and final year students of English department undertook regular visits and offered Spoken English classes to the students of the neighbouring schools. The classes handled by the students of the college were of immense help to the children, especially since there were no inhibitions on the part of the children to interact with college students. The psychological needs of the community are catered by the Department of Psychology. The Prajyoti Clinic established in 2013 continues to offer counselling and psychological services to the public and local community of Pudukad. The Clinic functions on a day today basis and the Psychology teachers who are also clinical psychologists meet the people who have psychological problems at regular intervals and treat them with their expertise. Treatment includes psychotherapy and psychometric assessments. If there is a need, for pharmacological management, the patients are further referred to psychiatrists in the neighbouring hospitals. The department also offered Mental Health and Management classes in the neighbouring schools of the panchayath namely, St. Xavier's U P School, Pudukad, St. Antony's H S School, Pudukad and Govt. VHSSchool, Pudukad. The teachers and students of Psychology Department conducted three counselling and psychological sessions to the victims in the Flood Relief Camps at Desamangalam and Kooranchery. They met the community leaders and families and provided psychological first aid and support. The department also organised a Crisis Management Programme for the Psychology graduate, postgraduate and research students from various colleges in Trichur to make them equipped to intervene in the psychological issues faced by the flood victims after the atrocities of Kerala floods. In collaboration with the District Mental Health Program, Trichur the psychology department conducted a training programme for ASHA workers to train them to provide psychological first aid to flood affected individuals. The Computer Science department organised a Technology Awareness Programme for the Kudumbasree Members of the Alagappanagar Panchayath. The teachers and students of the department visited the Kudumbasree units and gave them training on how to use the mobile applications effectively. They also offered them insights on the online government services and taught them to use these online government service websites. The Department of Electronics organised a Technology Awareness Programme at Government Vocational Higher Secondary School, Pudukad. The students of VHSS actively participated in the Technology Awareness Programme.

The NSS Units of the college channelize a major share of the community engagement programmes. The students of the NSS units were actively engaged in the post flood cleaning activities at Pudukad Grama Panchayath. The teachers and students divided themselves into various groups and offered cleaning help and support to the flood affected households of Pudukad panchayath. The NSS units also conducted water purification services to the flood victims of the Grama Panchayaths of Pudukad, Parapookara, Nenmanikara and Chalakudy Municipality. The students also conducted Survey and Field Action in Water Purity Testing with the help of Pudukad Grama Panchayath. They also carried out cleaning activities of public roads and market premises. Cloth bags were made and distributed to the locals under the initiative of NSS units in collaboration with Suchitwa Mission, Kerala. Under the initiative of Govt Taluk Hospital, Pudukad and NSS the NSS Volunteers of the college organised a street play in connection with Leprosy Day. The NSS volunteers also observed AIDS Day and a street play was organised in collaboration with Red Ribbon Club, Kerala. The Spiritual Forum of the college, Jesus Youth distributes lunch packs on every Thursdays to the needy and down-trodden people on the roads. The chapels of the

college Hostel and Adoration Hostel are open for the public for worship.

PRAJYOTI-CLINIC: The Prajyoti-clinic was established in 2013 in the Prajyoti Niketan College, Pudukad. The clinic was established by the efforts of the various faculty members of department of psychology and has been functioning fruitfully under the guidance and coordination of Dr. Milu Maria Anto, assistant professor of department of psychology. The clinic has been functioning effectively in meeting the following objectives:

- To improve the mental health of students Mental health related help were provided to the students of all the five departments of the college as well as to the faculty members. The data regarding those were kept strictly confidential. The clinic has also been involved in conducting periodical inter-department awareness programs. As part of the mental health day, observed on October 10th, the whole college was exhibited with charts on various aspects of mental health and awareness regarding mental illness and the role of each and everyone in creating a healthy society was conveyed through different activities and programs on the same day.
- To expand the activities related to mental health to the immediate social surroundings and nearby schools The clinic has placed a focus on the nearby schools. The Government Vocational Higher secondary School, Pudukad, was selected for this purpose and the students of 9th standard were adopted. These students were given periodical counseling sessions. Feedbacks regarding these were also given to them. The students who were presented with special needs were identified with the help of the implications from their teachers and these students were given in-depth counseling and psychotherapy in terms of their needs.
- To give a hand on practice to the M. Sc Clinical psychology students The students of M.Sc. Clinical psychology gets a chance to enhance their knowledge in practical aspects by assisting with the testing and clinical practices. The activities of the clinic also give them a lot more exposure.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://prajyotinetan.edu.in/best-practices/>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

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. The Vision and mission of the College focusses on the wholistic development of the individual. The empowerment and formation of such an individual can instil awareness in the minds of his fellow students. Such empowered students rejuvenated in the Redeeming Love, PRAJYOTI can shoulder greater responsibilities in campus, family, society and nation. The institution has always embarked on this journey to develop skilled human resources, ensuring excellence and quality in almost all facets of its activities. The courses offered in the institution speak volumes of the vision and mission. The courses reflect the judicious blend of the traditional and the scientific. The institution inculcates a sound value system firmly rooted in Indian cultural ethos through its courses. Along with Critical Thinking and Communication skills, the institution considers its accountability to guide the students through the righteous path leading to a nobler and subtle state of academic excellence. Even while imparting democratic ideals, we are staunchly against petty student politics inside the campus. They

are consentized as individuals who should not be puppets in the hands of political parties. Since its inception, the institution has not lost even a single day in strikes, dharnas or sit ins. But we encourage students to participate in societal issues and take decisive lead roles to become agents of social change. The Flood Situation has been the grave disaster we met with in 2018-19. Our students under the auspices of National Service Scheme, set out boldly and extended their support and co-operation to the flood victims and the affected people. Each dept of the institution has done its mite to grapple with the grave situation making the students socially committed and ethically sound citizens. Class teachers and mentors of the respective classes look into the curricular and extra curricular skills and attributes of the students and play a greater role in moulding the students into ideal citizens of the country.

Provide the weblink of the institution

<http://prajyotiniketan.edu.in/profile/>

8.Future Plans of Actions for Next Academic Year

The institution has decided to implement new PG courses like MA English and MSc Computer Science. BSc Psychology (additional batch), BCom (additional batch) in the next academic year. An amount of Rs 30 lakhs has been earmarked to renovate and make the auditorium fully furnished and air conditioned with perfect acoustics. Renovation measures have been on the anvil for the Psychology Block. Rs 15 lakhs has been allocated for the construction of a state-of-the-art Psychology Lab meeting all the accepted terms and conditions of the University. Rs 10 lakh has been earmarked for a special Open Stage in the Psychology Block. Rs 2 lakhs has been set apart for the construction of two rooms adjacent to the Stage. Keeping in view the interests of the students, it has been planned to launch NCC for all students of the institution. Skill development courses pertaining to the specific BA/BSc Programmes will be introduced. It has been decided to improve the academic competence of the students by qualitatively enhancing the already existing Mentoring, Tutorials and Peer Teaching methods for students. Plans are in the pipeline to construct an Incubation Cell for students to nurture their unique ideas and thoughts. The launching of a multimedia studio is also in the offing. New Certificate and Value Added Courses will be introduced. Special Plans have been made for Divyanjan, students with special needs. It has been decided to purchase wheel chairs and build ramps for them. As 2019-20 is the Silver Jubilee Year of the institution, we have planned a two-day 'Prajyoti-Nite' Festival for the public. To commemorate the Silver Jubilee of the institution, celebrities from art, culture, film and drama fields will be invited to perform before the public. It has been decided to confer special awards on personalities who had given enormous contribution to different fields of society.