

The Annual Quality Assurance Report (AQAR) of the IQAC

2013-2014

Part – A

I. Details of the Institution

1.1 Name of the Institution

GOVERNMENT COLLEGE MALAPPURAM

1.2 Address Line 1

MUNDUPARAMBA P.O., KERALA, 676 509

Address Line 2

City/Town

MALAPPURAM

State

KERALA

Pin Code

676 509

Institution e-mail address

malappuramgc@gmail.com

Contact Nos.

0483 2734918

Name of the Head of the Institution:

Dr. M. Kunheenkutty

Tel. No. with STD Code:

0483 2734918

Mobile:

9495456433

Name of the IQAC Co-ordinator:

Sri. RAJAN VATTOLIPURAKKAL

Mobile:

9447454873

IQAC e-mail address:

naacgcm2013@gmail.com

1.3 NAAC Track ID/EC No.

EC/39/110

1.4 Website address:

www.gcmalappuram.ac.in

Web-link of the AQAR:

<http://www.gcmalappuram.ac.in/images/aqar/iqac-aqar13-14.pdf>

For ex. <http://www.ladykeanecollege.edu.in/AQAR201213.doc>

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	72	2006	2006-2011
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

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

11-12-2006

1.7 AQAR for the year (for example 2010-11)

2013- 14

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

- i. AQAR 2009 - 10 Submitted to NAAC on 27-03-2014
- ii. AQAR 2010 -11 Submitted to NAAC on 29-03-2014
- iii. AQAR 2011-12 Submitted to NAAC on 02-04-2014
- iv. AQAR 2012 -13 Submitted to NAAC on 06 -07-2014

1.9 Institutional Status

University State N Central N Deemed N Private N

Affiliated College Yes YES No

Constituent College Yes No N

Autonomous college of UGC Yes No N

Regulatory Agency approved Institution Yes No N

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

Type of Institution Co-education Y Men Women

Urban Rural Y Tribal

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

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

1.10 Type of Faculty/Programme

Arts Y Science Y Commerce Y Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

N A

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

UNIVERSITY OF CALICUT

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

Autonomy by State/Central Govt. / University

NO

University with Potential for Excellence

NO

UGC-CPE

NO

DST Star Scheme

NO

UGC-CE

NO

UGC-Special Assistance Programme

NO

DST-FIST

NO

UGC-Innovative PG programmes

NO

Any other (*Specify*)

NO

UGC-COP Programmes

NO

2. IQAC Composition and Activities

2.1 No. of Teachers

12

2.2 No. of Administrative/Technical staff

1

2.3 No. of students

1

2.4 No. of Management representatives

0

2.5 No. of Alumni

1

2.6 No. of any other stakeholder and
community representatives

1

2.7 No. of Employers/ Industrialists

0

2.8 No. of other External Experts

0

2.9 Total No. of members

16

2.10 No. of IQAC meetings held

5

2.11 No. of meetings with various stakeholders: No. Faculty
 Non-Teaching Staff & Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No
 If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

QUALITY IN HIGHER EDUCATION: NUANCES AND PARAMETERS

2.14 Significant Activities and contributions made by IQAC

Motivated the stakeholders, especially Teachers and Students to make quality a habit by self evaluation strategies and analysing the outcome
 Academic improvement through organising seminars/ symposia
 Infrastructural Development
 Out reach programmes through N S S , NCC, CSS, Tourism Club , Nature Club etc

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
Copy Attached (Annexure I)	Copy Attached (Annexure II)

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

Monitoring Mechanism has been set up and timely guidance was provided to see action taken
 Evaluation of the Plan of Action once in every month

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	0	0	0	0
PG	4	0	0	0
UG	9	0	0	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	0	0	0	0
Others	0	0	0	0
Total	13	0	0	0
Interdisciplinary	0	0	0	0
Innovative	0	0	0	0

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	13
Trimester	0
Annual	0

1.3 Feedback from stakeholders* Alumni Yes Parents Yes Employers Yes Students Yes

(On all aspects)

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

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

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

Being an affiliated College, it is the Board of Studies concerned of the University that frames and revises curricula, probably once in three years

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	52	44	8	0	0

2.2 No. of permanent faculty with Ph.D.

11

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
44	0	8	0	0	0	0	0	0	0

2.4 No. of Guest and Visiting faculty and Temporary faculty

8

0

0

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	0	34	46
Presented papers	0	16	0
Resource Persons	0	9	8

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

Student friendly ICT enabled teaching learning process
Interactive learning process

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

180

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

0

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

9

2.10 Average percentage of attendance of students

86.1

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction % (A+ & A)	I % (B+ & B)	II % (C+)	III % (C)	Pass %
B A	168	7.7	75	1.1	0	83.8
M A (Economics)	Results awaited					
B.Sc	44	15.9	50	2.2	0	68.1
B.Com	35	20	71.4	0	0	91.4
M.Com	Results awaited					
MA Islamic History	Results awaited					
M A English	Results awaited					

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

IQAC provides Teacher's Plan and Diary; Motivates the Faculty to use ICT enabled Learning Process, along with Classes via Edusat on all Tuesdays and Thursdays. Facilitates an academic friendly campus vulnerable for further growth. Student Feedback on Teachers, Courses, Programme of Study, Overall Evaluation of Programme and Study and Exit Questionnaire were given, collected and evaluated . (Annexure IV Attached)

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	4
UGC – Faculty Improvement Programme	7
HRD programmes	0
Orientation programmes	2
Faculty exchange programme	0
Staff training conducted by the university	5
Staff training conducted by other institutions	5
Summer / Winter schools, Workshops, etc.	0
Others	5

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	28	0	0	2
Technical Staff	0	0	0	0

Criterion – III

3. Research, Consultancy and Extension

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

- Motivated Members of Faculty, P G Students to undergo and register for Research leading to PhD
- Motivates the P G Students to appear for UGC NET Examinations and to qualify JRF and NET
- Enabled Departments to organise Seminars, preferably National Seminars and present Research Papers

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	0	0	0	0

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	0	0	0	0

3.4 Details on research publications

	International	National	Others
Peer Review Journals	0	1	2
Non-Peer Review Journals	0	0	5
e-Journals	0	0	0
Conference proceedings	0	2	1

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	0	0	0	0
Minor Projects	0		/-	0
Interdisciplinary Projects	0	0	0	0
Industry sponsored	0	0	0	0
Projects sponsored by the University/ College	0	0	0	0
Students research projects (other than compulsory by the University)	0	0	0	0
Any other(Specify)	0	0	0	0
Total	0	0	0	0

3.7 No. of books published

i) With ISBN No.

Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

Level	International	National	State	Univ ersity	College
Number	0	9	1	0	9
Sponsori ng agencies	0	Directorate of Collegiate Education,	DCE	0	Local sponsorship from Business Firms

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
0	0	0	0	0	0	0

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

1
5

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

0

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

JRF	0	SRF	0	Project Fellows	0	Any other	0
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3.21 No. of students Participated in NSS events:

University level	11	State level	0
National level	1	International level	0

3.22 No. of students participated in NCC events:

University level	76	State level	58
National level	5	International level	0

3.23 No. of Awards won in NSS:

University level	0	State level	0
National level	0	International level	0

3.24 No. of Awards won in NCC:

University level	0	State level	0
National level	0	International level	0

3.25 No. of Extension activities organized

University forum	0	College forum	5
NCC		NSS	6
		Any other	0

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

- The College through N S S organised Free Medical Camp to the people of the locality
- Social and Economic Survey along with Environment Awareness Campaign
- Blood Donation Camps were organised under the auspices of Blood Donor's Forum
- Translation, Attestation etc. of Documents pertaining to Gulf Malayalees by the Members of Faculty of the Department of Arabic ,freely.

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	5.0869 Hectares	0	Govt.	5.0869 Hectares
Class rooms	105	0	0	105
Laboratories	14	0	0	14
Seminar Halls	3	0	0	3
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	1670	26	Govt and UGC	1696
Value of the equipment purchased during the year (Rs. in Lakhs)	53.1	0.57	Govt and UGC	53.67
Others	0	0		

4.2 Computerization of administration and library

Computerisation of administration has already been initiated and almost all administrative procedures are done in soft copies

The computerisation of the Library is finalised and all the transactions and procedures of storing and issue are fully computerised

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	38621	50,03,000/-	122	47609/-	38743	50,50,609
Reference Books	2014	18,10,200/-	0	0	2014	18,10,200/-
e-Books	0	0	0	0	0	0
Journals	18	4200/-	0	0	18	4200/-
e-Journals	0	0	0	0	0	0
Digital Database	0	0	0	0	0	0
CD & Video	400	0	0	0	400	0
Others (specify)	0	0	0	0	0	0

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	115	1	1	4	4	9	16	2
Added	11	0	0	0	0	0	0	0
Total	126	1	1	4	4	9	16	2

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

Installed networking through LAN and intra connectivity.

4.6 Amount spent on maintenance in lakhs:

i) ICT	19.58
ii) Campus Infrastructure and facilities	26.78
iii) Equipments	0.57
iv) Others	8.58
Total:	55.51

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC motivates the students to further their studies in Higher Education Institutions of Eminence
Students are channelized to go for Indian Civil Service
Enables students to be placed by conducting coaching for Competitive Examinations
Set up Coaching Classes NET/SET aspirants

5.2 Efforts made by the institution for tracking the progression

Consistent and concrete efforts are made to make excellence a habit and all the Departments are motivated to prepare vision document for the next five years so as to enable the Institution to develop on all aspects.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1009	124	0	0

(b) No. of students outside the state

2, Laccdives

(c) No. of international students

0

Men	No	%	Women	No	%
	227	20.04		906	79.96

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
62	173	6	743	7	984	78	209	4	842	14	1133

Demand ratio 15.5:1

Dropout % 13.01

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

YES, Conducted Coaching Classes for Kerala Public Service Commission Competitive Examinations and Teacher Eligibility Tests

No. of students beneficiaries

87

5.5 No. of students qualified in these examinations

NET	<input type="text" value="23"/>	SET/SLET	<input type="text" value="31"/>	GATE	<input type="text" value="0"/>	CAT	<input type="text" value="0"/>
IAS/IPS etc	<input type="text" value="0"/>	State PSC	<input type="text" value="48"/>	UPSC	<input type="text" value="0"/>	Others	<input type="text" value="16"/>

5.6 Details of student counselling and career guidance

Both the centres exist and function flawlessly to cater to the needs of the students. More than arranging career guidance classes the centre motivates the students to go for higher education

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
0	0	0	0

5.8 Details of gender sensitization programmes

Different programmes pertaining to Gender sensitisation were held during the year under Women Cell. Vocational Training is also on the offing with the financial support of the Alumni Association.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports: State/ University level

National level

International level

Cultural: State/ University level

National level

International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	11	11000
Financial support from government(Scholarship)	558	31,49,220
Financial support from government (Fee Concession)	967	21,91,865
Financial support from other sources	0	0
Number of students who received International/ National recognitions	0	0

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

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

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

“Tejasvinavadhitamastu”, Let learning lead from Darkness to Light, both the Teacher and the Taught

- To promote quality higher education in tune with the pulse of the area and to prepare the society in pursuit of excellence and to cope p with the changing needs of time
- To equip the students and community, especially the weaker sections for an upward movement to make an egalitarian social order.
- To mould an intellectually competent, morally upright and physically fit student community open to further growth.
- To inculcate among the students the vision of a pluralistic, multicultural, multi religious and multi dimensional order
- To empower the girls, especially the Muslim girls, who were hitherto marginalised by providing quality higher education.

6.2 Does the Institution has a management Information System

NO

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

6.3.1 Curriculum Development

Being an affiliated College, the curricula are designed and implemented by the University through the concerned Academic bodies including the Board of Studies. But 8 members of the Faculty either act as Chairpersons or members of the Board of Studies concerned

6.3.2 Teaching and Learning

Student centered Teaching Learning Process through ICT enabled mechanism, continuous Evaluation methods Tutorial system, assignments, seminars and internal assessments
Teachers prepare Lesson and keep Diary along with the unitisation of Syllabi

6.3.3 Examination and Evaluation

Timely evaluation of Unit Tests, seminars, assignments and holding of model examination along with the continuous evaluation of students. The internal Assessment of the students is published in time.

6.3.4 Research and Development

Of the 7 teachers, who are about to complete research leading to Ph D through FIP scheme, Four Teachers had submitted their Ph.D theses and are awaiting Open Defence. Almost all members of the Faculty had already registered for research on part time basis and two teachers, Sri M. Kunheenkutty has been awarded Ph.D by the University of Calicut . Sri Jameel Ahamed is awaiting his Ph.D award.

6.3.5 Library, ICT and physical infrastructure / instrumentation

The Library is housed in the main buildings, and efforts are on for the realisation of separate Library Block, for which the Honourable M P and the Union Minister of State for Foreign Affairs, Sri E Ahamed has sanctioned Rs. 30,00,000/- (Rupees Thirty Lakh Only) for the construction under MPLAD Scheme . The work is to be started in the next year.

Smart Class rooms were set up for Entry into Service and Remedial Coaching

With the financial support from the Govt. under Plan, maintenance of infrastructure was done

6.3.6 Human Resource Management

Human Resource has been utilised for overall upliftment of backward sections of the society. The members of faculty contribute to the preparation of study materials of School of Distance education, University of Calicut, engage classes for those students, act as Resource persons for the Technical sessions of various competitive examinations, and support the activities of the local NGOs and organisations for their programmes of social importance.

6.3.7 Faculty and Staff recruitment

Faculty and Staffers are appointed as per UGC norms and guidelines by the Government through Kerala Public Service Commission

6.3.8 Industry Interaction / Collaboration

Nil

6.3.9 Admission of Students

Admissions to U G and P G Programmes are based on merit of the students, ie , the performance of the students in the qualifying Examinations. Of course 50 % of the seats is reserved for SC/ST(20), OBC- Ehava 8%, Muslim 7 %, Other Hindu 3%and LC and SIUC 2%- and 10% of BPL of the General Category. Within the reservation 3% is earmarked for Differently Abled including Blind

6.4 Welfare schemes for

Teaching	0
Non teaching	0
Students	18,25,000/-

6.5 Total corpus fund generated

7, 75,000/-

6.6 Whether annual financial audit has been done

Yes

YES

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	YES	Director	YES	Principal
Administrative	YES	Director	YES	Principal

6.8 Does the University/ Autonomous College declare 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?

N A

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

N A

6.11 Activities and support from the Alumni Association

The General Body meeting of the Alumni Association is held on Second Saturday of January every year and the association chalk out the plan of action. Every Core discipline has its own association and these associations interact regularly with the Alma mater. These interactions enable the students and motivate them in furthering their higher education and goals

6.12 Activities and support from the Parent – Teacher Association

The Parent Teacher Association involves itself in the maintenance, routine repair of all the electrical, electronic and other tools and gadgets. It also assists and motivates the stakeholders in keeping the discipline of the campus intact and strives to improve the academic ambience of the institution.

6.13 Development programmes for support staff

Separate and specific space has been allotted for the staff for the leisure and off hours. They were also asked to go for training programmes conducted not only by Govt. agencies, but by other agencies as well.

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

Concerted efforts were on to make the Campus eco friendly, including Plastic Free.

An Herbal Garden has been set up and properly maintained to inculcate the significance of Trees and herbal saplings in the day to - day life of the people.

Classes by experts on ecology were also held during the period.

Criterion – VII

7. Innovations and Best Practices

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

- Govt. supported programmes like Additional Skill Acquisition Programme, Walk With Scholar, Scholar Support Programme were continued with vigour and sincerity.
- Students were oriented by the tutors concerned to get admissions for higher education in institutes of national importance
- Stakeholders have been oriented to be the part of Public ,Private and Co-operative alike to serve the society

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

- 90 % of the Plan of action has been implemented during this period..
- One Senior most faculty was awarded Ph.D, Which he has done on Part Time basis .
- Infrastructural developments were realised in accordance with the Plan
- Seminars and Workshop were also organised in tune with the Planning
- Campus beautification is on progress.
- Hosted the Interzone Arts festival of the University of Calicut

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

- Realising the diversity and the cultural context, promotion and sustenance of social and cultural cohesion through community celebrations like Onam, Iftar party. X'mas, New Year etc.
- Free Medical check up and Blood donation to the disadvantaged sections of the society and stakeholders
- Translation, attestation etc of Documents of Gulf Malayalees by the faculty, Department of Arabic

7.4 Contribution to environmental awareness / protection

Through National Service Scheme Units, the college has been making genuine efforts for the need for environment Protection. The setting up of Herbal garden further added the significance of inter relation between human and environment
Departments have been motivated to organise seminars on environment and Human Ecology

7.5 Whether environmental audit was conducted? Yes YES No

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

Copy attached (SWOT) (Annexure III)

8. Plans of institution for next year

- Infrastructure Development
- New Library Complex with the financial support from the Government.
- Undergoing the Second Cycle of Accreditation
- New Courses and Faculty Improvement programmes
- Student Initiatives and Out Reach Programmes
- Cultural and Sports and Games
- Cleaning Campaign Drive
- Vocational Training to girls with the financial support from Alumni Association
- Setting up Tennis Court, Volley Ball Court etc
- Infrastructure Development through Local Area Development Scheme of MP/ MLA

Sd/-

*Name: **Rajan Vattolipurakkal***

Signature of the Coordinator, IQAC

Sd/-

*Name: **Dr.M.Kunheenkutty***

Signature of the Chairperson, IQAC

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Annexure I

PLAN OF ACTION (2013-14)

- ❖ Proposal for Seminar on Quality in Higher Education
- ❖ Seminars , workshops and Talks (November to January)
- ❖ Study Tours and Field trips (November to January)
- ❖ Outreach Programmes through College Union and National Service Scheme Units, National Cadet Corps, Tourism Club, Nature Club, Film Club, E D P, Red Ribbon etc.(July to February)
- ❖ Infrastructure development (September to February)
- ❖ Campus beautification
- ❖ Student Initiatives (October to March)
- ❖ Skill Orientation Programmes (June to March)
- ❖ Cultural Programmes of Importance and Sports and games
- ❖ Hosting the University Interzone Arts/Sports Festival

Annexure II

ACHEVEMENTS – PLAN OF ACTION (2013-14)

- ✓ **Conducted One Day Orientation On Quality in Higher Education**
- ✓ **Nine Departments organized Three/ Two/One Day national /State Level Seminars and Talks**
- ✓ **Eight Departments conducted Study Tour/ Field Trips**
- ✓ **Outreach Programmes were organized by the College Union, N S S, NCC, and other Clubs. These include Free Medical Camps, Social and Economic Survey, Palliative care, Career Expo etc.**
- ✓ **Annual maintenance work was done along with Play ground maintenance**
- ✓ **Campus beautification is on and nearing completion**
- ✓ **Student Initiative for association activities and outreach programmes of the College Union**
- ✓ **Hosted the Interzone Arts Festival From 19-05-2014 to 23-05-2014**
- ✓ **The College has wholeheartedly supported the Govt. sponsored programmes like Additional Skill Acquisition Programme, Walk With Scholar, Scholar Support Programme and the selected students of this college have benefitted**
- ✓ **The students have fared and performed well in the University Cultural Events and in the University Sports and games**

Annexure III

2013-14

SWOT ANALYSIS (INTERNAL)

STRENGTHS

- ⤴ Student Initiative for Association activities without the financial backing from the staff or Government
- ⤴ Well qualified, filtered and dedicated permanent staffers who support unstintingly for the overall development of students
- ⤴ Disciplined, motivated and hard working Students

WEAKNESS

- ⤴ 70 % Of the students first generation graduates of their families and hence dropout rate
- ⤴ Non availability of Hostel facilities
- ⤴ Drop Out Rate of Girl Students

OPPORTUNITIES

- ⤴ Serene academic atmosphere
- ⤴ Well Qualified faculty, with 90 % hailing from the locality and 24 % alumni
- ⤴ Well Planned Activities with regard to College Union and College Council

THREATS /CHALLENGES

- ⤴ Short tenure of Principal
- ⤴ Transfers of Faculty, particularly administrative staff.
- ⤴ Significant Drop Out Rate of Girls

ANNEXURE IV

FEEDBACK MECHANISM

EXIT QUESTIONNAIRE FOR GRADUATING STUDENTS

(To be submitted in the last week of classes, before the examinations)

Name :

Department :

Year of joining :

Your response to the questionnaire will not be opened until your grades have been finalized and handed over to the examination office.

1. What do you plan to do after completion of the programme?
2. Which courses were most valuable? Why?
3. Which courses were least useful? Why?
4. Whom do you consider to be the best teacher?
5. What important topics were not covered by the courses?
6. Was the advice received from your adviser helpful? Was it timely?
7. What other comments do you have about your experiences in the department?
8. In what ways has your personality changed as a result of enrollment in the department?
9. Were your expectations from the department adequately satisfied?
10. Have you made lasting friendship with anyone in the department ?
11. Would you like to keep in touch with the department after you leave it?
12. In what matters did you interact with the administration of the institution? What was your experience during those interactions?
13. Were you provided help and training in the use of library and computer services? Was the training useful?
14. What are your comments on the social atmosphere (a) at the institution? (b) at your department?
15. What sports and extracurricular activities did you participate in? With what level of satisfaction?
16. Will you join the Alumni Association of the department / institution?
17. How do you think you can help your institution to improve?

Date :

Signature