

## The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

### Part – A

AQAR for the year (for example 2013-14)

2013-14

#### I. Details of the Institution

1.1 Name of the Institution

DEVASWOM BOARD COLLEGE  
THALAYOLAPARAMBU

1.2 Address Line 1

MDAYIKUNNU P.O

Address Line 2

THALAYOLAPARAMBU

City/Town

KOTTAYAM

State

KERALA

Pin Code

686605

Institution e-mail address

dbprincipal@gmail.com

Contact Nos.

04829236136, 04829237136

Name of the Head of the Institution:

Dr. M.N.Radhakrishnan Nair

Tel. No. with STD Code:

04829236136, 04829237136

Mobile:

9447147377

Name of the IQAC Co-ordinator:

Dr.R Anitha

Mobile:

9447038016

IQAC e-mail address:

dbprincipal@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

OR

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

EC/54/A&A/65 dated 08-01-2011

1.5 Website address:

www.dbcollegethal.org

Web-link of the AQAR:

http://www.dbcollegethalayolaparambu.edu.in/AQAR2013-14.doc

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B	2.75	2010	5
2	2 <sup>nd</sup> Cycle				
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

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

01.06.2010

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 \_\_\_\_\_NIL\_\_\_\_\_ (DD/MM/YYYY)  
ii. AQAR \_\_\_\_\_ (DD/MM/YYYY)  
iii. AQAR \_\_\_\_\_ (DD/MM/YYYY)  
iv. AQAR \_\_\_\_\_ (DD/MM/YYYY)

1.9 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

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

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

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

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

1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

Nil

1.11 Name of the Affiliating University (for the Colleges)

Mahatma Gandhi University  
Kottayam

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

Autonomy by State/Central Govt. / University	NA		
University with Potential for Excellence	NA	UGC-CPE	NA
DST Star Scheme	NA	UGC-CE	NA
UGC-Special Assistance Programme	NA	DST-FIST	NA
UGC-Innovative PG programmes	NA	Any other ( <i>Specify</i> )	NA
UGC-COP Programmes	NA		

## **2. IQAC Composition and Activities**

2.1 No. of Teachers	6
2.2 No. of Administrative/Technical staff	1
2.3 No. of students	1
2.4 No. of Management representatives	1
2.5 No. of Alumni	1
2.6 No. of any other stakeholder and community representatives	1
2.7 No. of Employers/ Industrialists	Nil
2.8 No. of other External Experts	2
2.9 Total No. of members	13
2.10 No. of IQAC meetings held	

2

2.11 No. of meetings with various stakeholders: No. Faculty 3

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

2.14 Significant Activities and contributions made by IQAC

1. Encouraged departments to submit research projects and seminars.
2. Supported extension activities.
3. Produced a news letter encompassing all activities of the college
4. Initiated in sending staff and non teaching for faculty improvement programmes.
5. Library maintenance
6. Resource generation
7. Journal of college released
8. Classes by women cell encouraged.
9. Campus placements encouraged
10. Infrastructure and books development.

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
1. To involve more staff in research outputs and apply for seminars	1. 3 minor projects.
2. Extension activities increased	2. NCC and NSS, clubs, awareness, street play, exhibition.
3. To look for new resource generations	3. STEC
4. To create infrastructure	4. New academic building block
5. Improve student's performance	5.

\* 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

- |   |
|---|
| <ul style="list-style-type: none"> <li>❖ Ensured support in the construction of new building</li> <li>❖ Accepted the proposal of a new course.</li> <li>❖ Appoint guest teaching and non teaching staff temporarily.</li> </ul> |
|---|

## 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	8	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
<b>Total</b>	12	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	8
Trimester	0
Annual	0

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

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

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

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

NA

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

Yes, English department got sanctioned.

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
46	15	31	Nil	nil

2.2 No. of permanent faculty with Ph.D.

21

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
Nil	Nil	Nil	Nil	Nil	Nil	14	Nil	14	nil

2.4 No. of Guest and Visiting faculty and Temporary faculty

14

Nil

nil

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended		6	1
Presented papers		1	1
Resource Persons		1	1

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

The students get hands on training at the UG and PG level as they visit industries, museums and go for field trips collecting samples and conducting experiments The innovative teaching methods that make use of ICT integrated teaching methods and audio visual methods in all disciplines imparts a comprehensive view of the learning material. New computing software was installed in library and department.

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

192

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

NA

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

NA

NA

NA

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

2.10 Average percentage of attendance of students

85



2.11 Course/Programme wise  
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
MATHS	36	1	8	9	0	50
PHYSICS	29	3	8	10	3	82.76
CHEMISTRY	33	3	4	8	0	45.45
MALAYALAM	38	1	3	12	3	50
HINDI	27	5	6	5	3	70.37
BOTANY	34	3	5	5	0	38.24
POLITICS	52	1	9	14	10	65.38
COMMERCE	45	13	9	11	8	91.11

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

1. Feedback from students and parents
2. remedial coaching
3. Revision, test papers and retests
4. Books banks
5. Competition written and oral skills
6. Appoint guest lectures
7. Counselling.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	Nil
UGC – Faculty Improvement Programme	nil
HRD programmes	2 flair
Orientation programmes	6
Faculty exchange programme	nil
Staff training conducted by the university	4
Staff training conducted by other institutions	nil
Summer / Winter schools, Workshops, etc.	nil
Others	Nil

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled	Number of positions filled temporarily

			during the Year	
Administrative Staff	20	Nil	Nil	1
Technical Staff	13	Nil	Nil	nil

### Criterion – III

### 3. Research, Consultancy and Extension

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

- ❖ The committee formed for notifying the dates for applying to research projects both minor and major by teachers.
- ❖ The research fellows of guides make use of library.
- ❖ The students are encouraged to take up projects using research methodology.
- ❖ Details of research programmes other than UGC circulated to the staff.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number		1		
Outlay in Rs. Lakhs		8, 00, 000		

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		2	2	
Outlay in Rs. Lakhs		56, 000	1, 20, 000	

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	3	5	nil
Non-Peer Review Journals	nil	nil	nil
e-Journals	nil	nil	nil
Conference proceedings	nil	nil	nil

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	2	UGC	9,76,000	
Interdisciplinary Projects				
Industry sponsored	1	KSCTE		

Projects sponsored by the University/ College		DST		
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges

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

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number			2		6
Sponsoring agencies			UGC		PTA

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	nil
	Granted	nil
International	Applied	nil
	Granted	nil
Commercialised	Applied	nil
	Granted	nil

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
4				4		

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

2

11

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

NA

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

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level   
National level  International level

3.22 No. of students participated in NCC events:

University level  State level   
National level  International level

3.23 No. of Awards won in NSS:

University level  State level   
 National level  International level

3.24 No. of Awards won in NCC:

University level  State level   
 National level  International level

3.25 No. of Extension activities organized

University forum  College forum   
 NCC  NSS  Any other

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

The college renders various community services through its different departments and clubs.

The NSS is one such agency that is committed to community service with its motto declaring Not Me But Thou. The thrust area of activities for the year 2013-14 was Organic Farming & Health. The seven day camp included krishi survey of six houses of ward 9 of Kaduthuruthy Panchayath to identify the modes of farming and issues confronted by the farmers. The volunteers assisted the construction of kitchen gardens for six families based on the principles of organic farming.

To involve students in anti-addiction activities, the NSS units constituted an Anti-Addiction Cell on 26<sup>th</sup> Feb. 2014 with the Circle Inspector of Excise Department and members from the Health department as executive members. The cell is committed to advise the students and render a helping hand to enable them to thwart any attempts of use of drugs.

An anti drug awareness programme was also organized in collaboration with the Kerala State Youth Welfare Board, Kottayam. Five students were part of the troupe which performed at various places like public spots, schools and colleges in Ernakulam and Kottayam districts.

NSS volunteers painted the bed coats of female wards and cleaned the premises at Government Primary Health Centre, Thalayolaparambu during a minicamp.

NSS activities are concentrated on environment protection and on World Environment Day 100 saplings were planted in the college campus.

Awareness on AIDS was created among the NSS students and the public by conducting a rally on World Aids Day.

NSS also typed the blood group of 220 students during a blood camp.

In collaboration with Vaikom Taluk the NSS initiated the process of registering 164 students for voter's id card on 30<sup>th</sup> sept 13.

The NCC activities began on June 5<sup>th</sup> observing environmental day, by cleaning the campus and planting trees.

Planting of 100 trees in and around the college locality was undertaken as part of observing the year for protecting environment by the NCC.

To tackle the rising road accidents and neglect of road safety rules, NCC implemented a lecture on Road Safety Rules and the importance of observing them by the State Transport Commissioner ADGP Sri. Rishiraj Singh IPS under the auspices of NCC.

In order to inculcate the indigenous mathematical practice of Indian method of Mathematics to school students the department of Mathematics organized a programme on Vedic mathematics.

The department of Physics conducted a class on astronomy and astrophysics in collaboration with the Consortium for Astronomy Education and Public Outreach in Kerala.

An elaborate street play was enacted by the members of the film club and NSS in the college, with the support of KSCSTE, Trivandrum and sponsored by DST, New Delhi. The play was played around in various venues including colleges and schools.

The department of Chemistry assisted the Kerala Police Department in analyzing the chemical components of a suspected 'explosive'. The police department sought the help of the staff to identify the powder found in the box. On analysis the powder was found to be a false scare.

The department of Chemistry also assisted an entrepreneur of a small scale industrial unit to adopt more economical ways for fine finishing of steel products in Thalayolaparmbu by conducting a chemical analysis of his industrial products. Analyses were carried out in the chemistry laboratory and results were handed over to the industrialist.

The department of Botany organized a talk on agri-based enterprises for the benefit of the community so that people may take the initiative of setting up industries.

As an initiative of the extension activity, Scholar in the Campus, the department invited Prof.K. Pappooty former Director, Kerala State Institute of Encyclopediac Publications to talk on " Eyes on ISON-comet I and the solar system".

The library conducted an exhibition of books in association with the DC books for the public readers

The debate club conducted 4 debates on current issues like moral policing, gender equality etc, relevant to the public.

The bio-diversity club of the college established 'shanti sthal' with financial assistance from Kerala State Bio-diversity Board. The plants, a total of 52 plants of 39 species are preserved for the benefit of the those interested in valuable plants.

The career and guidance club conducted bank and PSC and other competitive exams coaching class two months.

The womens' forum held classes for adolescent girls.

The Nature Club conducted intercollegiate painting competition on Last Drop of Water and distributed prizes to winners.

The quiz club also conducted interschool quiz for the public.

## 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 (in acres)	20 acres	nil	nil	nil
Class rooms	18	8	manager	26
Laboratories	3	nil		
Seminar Halls	2	1	manager	
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.		112	UGC	
Value of the equipment purchased during the year (Rs. in Lakhs)	6			
Others				

#### 4.2 Computerization of administration and library

- ❖ The library has 3 computers installed with grantha software and LAN connection and internet connection.
- ❖ The administration has received 2 more computers.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	31643	225292	401	106000	32044	331292
Reference Books	819	152000	130	20200	949	172200
e-Books						
Journals	12	2400	4	800	16	3200
e-Journals						
Digital Database						
CD & Video	4	312	18	5400	22	5712
Others (specify)						

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others

Existing	50	3	11	1		1	13	
Added	10	Nil	Nil	Nil		Nil	1	
Total	60	3	11	1		1	14	

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

1. e-grant class implemented and training received by admin staff.
2. Computation of PF class organised by DD
3. Computer training given during project work.
4. Computer enabled language lab.
5. Internet access in departments, library and administration.

4.6 Amount spent on maintenance in lakhs :

i) ICT	50,000
ii) Campus Infrastructure and facilities	5,00,000
iii) Equipments	50,000
iv) Others	9,00,000
<b>Total :</b>	<b>15,00,000</b>

## Criterion – V

### 5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. Internal exam schedule fixed.
2. Feedback collection
3. Grievance redressed forum
4. Remedial coaching.

5.2 Efforts made by the institution for tracking the progression

1. Through Feedback form
2. Input output analysis.



5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1008	114		

(b) No. of students outside the state

0
---

(c) No. of international students

0
---

Men	No	%	Women	No	%
	474	48		534	52

Last Year(2012-13)						This Year(2013-14)					
General	SC	S T	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
UG-222	163	0	541		926	296	162	2	455	0	915
PG-	36	17	0	53	106	46	18	0	37	0	101

Demand ratio

Dropout %

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

To cultivate employable skill in students the Career guidance Cell has conducted soft skill programmes and personality development programmes. Students are equipped to participate when job fairs are conducted. Training classes for bank exams, PSC exams and other competitive exams were conducted for two months.

No. of students beneficiaries

52
----

5.5 No. of students qualified in these examinations

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

## 5.6 Details of student counselling and career guidance

To cultivate employable skill in students the Career guidance Cell has conducted soft skill programmes and personality development programmes.

Students are equipped to participate when job fairs are conducted.

Training classes for bank exams, PSC exams and other competitive exams were conducted for two months.

No. of students benefitted

52

## 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
1	45	0	

## 5.8 Details of gender sensitization programmes

Womens' Counselling Cell is involved in women empowerment activities and equips girl students to grow stronger physically, intellectual and mentally. Classes on hygiene, motivation and career opportunities are conducted.

## 5.9 Students Activities

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

State/ University level

3

National level

1

International level

No. of students participated in cultural events

State/ University level

7

National level

International level

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

Sports : State/ University level

1

National level

Nil

International level

Nil

Cultural: State/ University level

Nil

National level

Nil

International level

Nil

### 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	51	78,600
Financial support from government	89	4, 50, 073
Financial support from other sources	8	2000
Number of students who received International/ National recognitions	nil	nil

### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: 15

## Criterion – VI

## **6. Governance, Leadership and Management**

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

Devaswom College aims at imparting facilities for higher education to the younger generation of the locality who are from economically weaker section of the society. Therefore the institution gives primary importance to remedial coaching for backward caste students.

It is also the mission of the college to give back to the community, the real stakeholders, the progress it has made in terms of knowledge and information. Hence considerable importance is given to the extension programmes for community which is undertaken under the auspices of NSS, NCC and departments themselves directly.

The objective of the college is to identify and improve the inherent potentials of the students for which the institution focuses on quality research projects which are undertaken by the students and teachers.

The institution aims at being a frontrunner in the assimilation of educational reformation that emerges in the field of teaching and learning. The institution has set up a continuous and efficient system of monitoring students and teachers for their betterment and enabling quality teaching learning process.

The institution is bound to provide better infrastructure as buildings and resources like books and computers are essential for the material and intellectual upliftment of the students

Rev. The college ensures that the girl students are empowered effectively by taking care of their intellectual, health and emotional needs.

## 6.2 Does the Institution has a management Information System

Nil

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

### 6.3.1 Curriculum Development

As the college curriculum is designed at the University level, two college representatives are acting as members of board of studies of the university at the UG and PG level. The students get hands on training at the UG and PG level as they visit industries, museums and go for field trips collecting samples and conducting experiments. The innovative teaching methods that make use of ICT integrated teaching methods and audio visual methods in all disciplines imparts a comprehensive view of the learning material. New computing software was installed in library and department.

### 6.3.2 Teaching and Learning

- The innovative teaching methods that make use of ICT integrated teaching methods and audio visual methods in all disciplines imparts a comprehensive view of the learning material. New computing software was installed in library and department.
- Audio-visual aided teaching
- Feedback
- Remedial coaching
- Internal tests

### 6.3.3 Examination and Evaluation

The internal evaluation has been overhauled as per external university examination reforms. The question pattern has been modified with marking scheme synchronized with that stipulated by the university. Spot test are conducted for continuous evaluation of students. This assists the capacity building process of students. The questions for internal evaluation are application type questions than direct ones as it is essential to generate a spirit of enquiry in students and make them think than attempt rote learning. Comprehensive question bank is prepared by the teachers. The question paper is scrutinized for repetition of questions, typographical errors and to assess the merit and standard of the questions selected.

#### 6.3.4 Research and Development

The Botany Department has in collaboration with Kerala State Bio-diversity Board established a herbarium for the preservation of valuable plants. The department of Physics in collaboration with ISB, CUSAT expounded frontiers areas of research on Integrated Optics. The department also in collaboration with the Consortium for Astronomy Education and Public Outreach in Kerala was involved in creating awareness about astrophysics.

Research grants were received from UGC for various minor and major research projects.

An amount of Rs. 8,00,000/- was sanctioned by UGC to Dr. R. Anitha for her Major Research project on “women directors of India”.

An amount of Rs 22,000/- was sanctioned by UGC to Dr. Sreelatha, Dept of Zoology for her minor research project.

An amount of Rs.34,000/- was sanctioned by UGC to Dr. S. Beena, dept of commerce for her minor research project.

An amount of Rs.70,000/- was sanctioned by UGC to Dr. Lalimol, dept of Malayalam for her minor research project.

An amount of Rs.50,000 was sanctioned by UGC to Associate Professor K. S. Indu for her minor research project.

This institution is not approved as a research centre. However Dr. Padmanabha Pillai and Dr. Ambika A Nair of the Department of Malayalam guide research scholars seven and four respectively in various research centres of the M G University.

#### **Citation index of faculty members and impact factor –**

Dr. Harinarayanan. G published *Synthetic  $\alpha$ -aminomethyl- $\gamma$ -butyrolactones and their anti-pancreatic cancer activities*. Ramachandran. P. V.; Nicponski, D.R.; **Nair, H. N. G. et al. Bioorg. Med. Chem.Lett., 2013, 23, 6911. Bioorg. Med. Chem.Lett (Bioorganic & Medicinal Chemistry Letters) Impact factor: 2.331**

Dr. Jayapal. R and his colleagues published a paper on “Dispersion Characteristics of Kinetic Alfvén Waves in Multi-ion Plasma” in *Physica Scripta*, 89(6):065604,2014.

Dr Jayapal. R along with his colleagues published an article on “Ion-Acoustic Instabilities in Multi-Ion Plasma” in the *Journal of Astrophysics*, 2013, Article ID 838534

He also published a paper on “Stability of Magnetosonic Waves in an Anti-loss Cone Plasma” in the *Indian Journal of Physics* 87(9), pp 939-945, 2013.

Dr. R. Anitha published a paper on “Women in Control: Contributions of Women as Film Directors” in *Labyrinth: An International Refereed Journal of Postmodern Studies*, Vol.5/No.1 – January 2014 (ISSN 0976-0814), pp39-45.

Dr. V. Kala published the abstract of her thesis in *Contemporary Commerce Review*, Vol: 2(2) 2014 March. She presented a paper titled “ A Study on the Promotion and Performance Appraisal System of the Sick Public Sector Industrial Units in Kerala State on 20<sup>th</sup> Feb 2014. She also published a work titled “A study on the Recruitment Policy of the Sick Public Sector Industrial in Kerala State” in “Erudition - The Albertian Journal of Management”. Vol-8 Issue1 Jan 2014.

Dr. Harinarayanan also published *Regiospecific Synthesis of Substituted Naphthalene*. *Journal of dbct. Hari Narayanan G.; 2014, 1, 29.*

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

- Purchase of latest edition of books
- Browsing facility
- New journals purchased
- Grantha software
- Facilities for extracurricular activities like shuttle court, gymnasium, yoga classes
- New building academic block under construction.

### 6.3.6 Human Resource Management

Indu K S, Dept of English was nominated the syndicate member of the M G University

Dr.Remalakshmy Poduval is an executive committee member and associate editor of the proceedings of the 23<sup>rd</sup> Swadeshi Science Congress

She is also the programme coordinator of the KSCTE National Science Day and State Convenor of the Sastra Pratibha Matsaram.

Student assessment of teachers is a regular feature for all courses. Feedback about teacher performance is collected from students through questionnaire and suggestion box. If any remark is found against any teacher she is advised to rectify the same. Teachers are directed to go through the feedback forms and make necessary changes in teaching patterns or style. The requirements of students are seriously analyzed and remedial measures are adopted. Grievances are addressed by concerned teachers

### 6.3.7 Faculty and Staff recruitment

Management- permanent

College- 12 guest lecturers

### 6.3.8 Industry Interaction / Collaboration

The Botany Department has in collaboration with Kerala State Bio-diversity Board established a herbarium for the preservation of valuable plants.

The department of Physics in collaboration with ISB, CUSAT expounded frontiers areas of research on Integrated Optics.

The department also in collaboration with the Consortium for Astronomy Education and Public Outreach in Kerala was involved in creating awareness about astrophysics.

### 6.3.9 Admission of Students

As per university directions.

6.4 Welfare schemes

Teaching	Yes, according to Govt policies and PTA
Non teaching	yes
Students	yes

6.5 Total corpus fund generated

62,90,000

6.6 Whether annual financial audit has been done

Yes  No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic			√	feedback
Administrative			√	Head of the institution.

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

For UG Programmes Yes  NA No  NA

For PG Programmes Yes  NA No  NA

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

NA

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

NA

#### 6.11 Activities and support from the Alumni Association

Alumni association has always functioned to build up long standing links with Alma mater. Every students of the college is encouraged to become a member of the registered alumni association.

Meeting of the alumni association is held every year on the second Saturday of the month of May.

Quiz competition is held to commemorate K.A. Sasikumar by the department of Mathematics.

Endowment prize money was duly awarded to meritorious students.

Alumni scholarship for PG and UG department was distributed.

Other than the alumni association there are meetings of department wise alumni get-together particularly when a batch celebrates a landmark occasion.

#### 6.12 Activities and support from the Parent – Teacher Association

The PTA of the year 2103-14 held its General Body meeting and distribution of endowment on 14 March 2014 in the college auditorium.

The PTA discusses the academic and administrative needs of the college and gives feedback about the teachers, teaching and discipline of the college.

On the occasion cash awards and endowments were given to the students who scored highest marks in University Exams.

The amount collected during the admission is used to financially support programmes of the college students

The PTA plays a major role in the proper maintenance of the infrastructural facilities

The departments also conduct PTA meetings to consider the individual performance of the students, their attendance, internal marks and discipline

#### 6.13 Development programmes for support staff

The third state level training program for administrative staff conducted by the Kerala State Higher Education Council, Trivandrum at Kottayam was attended by 3 non teaching staff

The class for computation of PF for staff organized by the Deputy Director was attended by a staff

e- grants class, a web based grants distribution system organized by the SC/ST Development Department, Government of Kerala, was attended by a staff.



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

Bio diversity, nature club, NCC sapling, NSS cleaning

## 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.

- The student oriented approach of the various extracurricular activities that put student in the lime light especially by the clubs that gave a platform and exposure for students to win accolades and build up their personality.
- Exhibition of books
- Community out-reach programmes.

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

- Training for staff and non teaching in computer technology ICT
- Proposals for research
- Bio diversity programmes to be initiated.
- Road safety programmes by NCC
- Cleanliness
- Staff orientation and refresher to be guided.
- Infrastructure developments- new academic block.
- Renovation of library building
- Career guidance and training for PSC, bank test, quiz and language.

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

There are fair and expedition grievance redressal mechanism at all levels of the institution's functioning.

The institution strives to promote value based education, social responsibilities and good citizenship.

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

7.4 Contribution to environmental awareness / protection

Bio diversity club ( Shanthi sthal)

7.5 Whether environmental audit was conducted? Yes  No

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

Nil

### **8. Plans of institution for next year**

Golden Jubilee year will be celebrated in a memorable and utilitarian way.

Plans are on the anvil to build an auditorium

An exhibition of magnificent proportion encompassing all the departments of the college would be organized.

It has been proposed to submit a plan to build a Ladies hostel

As soon as the P G block is complete it will be inaugurated

As the time is impending for the NAAC visit preparations are to begin in fast pace.

There are also plans to hold more seminars.

The college will try to bring in more investment fund by stakeholders

Activities are to be shaped that would hone the skills of students for placement

It has been proposed to create an interdisciplinary research centre in humanities and science.

It has been planned to study the possibilities of collaboration with other institutions.

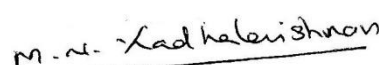
The institution would take the initiative of organizing a health checkup

Name : Dr. R Anitha



Signature of the Coordinator, IQAC

Name Dr. M.N. Radhakrishnan Nair



Signature of the Chairperson, IQAC

**Annexure I**

**Academic calendar for the academic year 2013-14**

Academic schedule for odd semesters and even semesters for UG programmes are the following.

For odd semesters

Re-opening day: 3-6-2013

No of working days: 105 days

Submission of I internal mark list- 8-7-2013

Submission of II internal mark list- 27-8-2013

Onam holidays: from 14<sup>th</sup> sep to 22<sup>nd</sup> September

Submission of internal consolidated mark list: 5-11-2013.

Last working day of I semester: 19-11-2013.

For even semesters

Re-opening day: 20-11-2013

No of working days: 87 days

Christmas holidays: from 21<sup>st</sup> December to 29<sup>th</sup> December 2013

Re opening after Christmas holidays: 30-12-2013

Submission of I internal mark list- 20-1-2014

Submission of II internal mark list- 13-2-2014

Submission of internal consolidated mark list: 27-3-2014

Closing day of the semester: 31-3-2014.