

# **NIRMALA COLLEGE, MUVATTUPUZHA**



## **ANNUAL QUALITY ASSURANCE REPORT 2014-2015**

# 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

### 1. Details of the Institution

#### 1.1 Name of the Institution

Nirmala College, Muvattupuzha

#### 1.2 Address Line 1

##### Address Line 2

Muvattupuzha

##### City/Town

Ernakulam (Dist)

##### State

Kerala

##### Pin Code

686661

##### Institution e-mail address

nirmalacollege@gmail.com

##### Contact Nos.

0485-2836300, 2832361

##### Name of the Head of the Institution:

Rev. Dr. Vincent Joseph

##### Tel. No. with STD Code:

0485-2836300, 2832361

##### Mobile:

9447368222

##### Name of the IQAC Co-ordinator:

Dr. Suby Baby

##### Mobile:

9744076219

##### IQAC e-mail address:

iqac@nirmalacollege.ac.in

#### 1.3 NAAC Track ID (For ex. MHCIGN 18879)

NAAC/AQAR ACK/F2.33/118/63-14948 57/RAR

#### 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)

NAAC/AQAR ACK/F2.33/118/63-14948

#### 1.5 Website address:

www.nirmalacollege.ac.in

#### Web-link of the AQAR:

http://www.nirmalacollege.ac.in/AQAR2014-15.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		3*	1999	7 <sup>th</sup> Feb 2007
2	2 <sup>nd</sup> Cycle	B <sup>++</sup>	82.7	2007	31 <sup>st</sup> Mar 2012
3	3 <sup>rd</sup> Cycle	B	2.85	2013	22 <sup>nd</sup> March 2018

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

03/03/2004

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

2014-15

1.9 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 2012-13 20/12/2013 (DD/MM/YYYY)

ii. AQAR 2013-14 23/05/2016 (DD/MM/YYYY)

## 1.10 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

(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

### 1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

IGNOU Study Centre( Distance Mode)

### 1.12 Name of the Affiliating University (for the Colleges)

Mahatma Gandhi University, Kottayam

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (Specify)

UGC-COP Programmes

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

2.1 No. of Teachers

20

2.2 No. of Administrative/Technical staff

01

2.3 No. of students

00

2.4 No. of Management representatives

01

2.5 No. of Alumni

06

2.6 No. of any other stakeholder and  
Community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

**2.11 No. of meetings with various stakeholders:** 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 :**

- Cultural politics of mass media
- Beneficial Fungi with special reference to mushroom cultivation, Mycorrhiza and Fungal Bio Control agents
- Conventional and innovative practices in statistics
- Water resource management
- Human rights in contemporary Hindi literature
- Research on astronomy- opportunities and challenges
- Two Dimensional NMR spectroscopy
- Higher education and opportunities in Chemistry
- Effects of Light on DNA

- Kedarnath Singh
- Relevance of Hindi
- Biology in the 21<sup>st</sup> century
- Return- Alumni Returns Program
- The Indian Economy Series addressing issues specific to Indian economy and offer suggestions and Union Budget 2014 Discussion.
- The Master series program- a meet a renowned scholar program
- Unmeelanam- a life guidance program to inculcate value based education to our students.
- Pathway to success- a Career cruising program
- Invited talk on gender studies
- Interactive English programme- 30 days package
- Seminar on camera and film techniques
- Human rights awareness talk
- Soft skill development seminar
- A talk on Hi-Tech farming
- Workshop on soft skill development
- Personality development
- Business communication
- Certified financial planning
- Cyber law : Relevance in E-Generation
- Biology and applications of computers in biology
- Personalty enrichment and life guidance programme
- Varayarangu
- Career opportunities and future prospects of Botany
- Emerging trends and challenges in Human resource management
- Pranali
- Vivekanada Darshanangal
- Effects of narcotics on mental health
- Current trends in tourism industry
- Thyroid problems
- Fundamental duties prescribed by Indian constitution

## 2.14 Significant Activities and contributions made by IQAC

- Initiated a three days inter collegiate nature sensitization camp in collaboration with DSS, Mahatma Gandhi University.
- Initiated one day sacred grove conservation workshop
- Initiation of biodiversity documentation survey
- One day Nature camp with the support of Kerala Forest Department
- Enhancement of interdepartmental programmes
- Elevation of the activities of Encon club in the college along with BPCL-KRL
- Promotion of handloom exhibition
- Promotion of online/ hardbound department magazine
- Faculty exchange programme under FLAIR
- Efficacious compartment of Walk With a Scholar programme in the college
- Effectual conduct of Scholar Support Programme in the college
- Career guidance and placement cell strengthened
- Enhancement in teaching-learning process and research work
- Promotion of extra-curricular and co-curricular activities
- Enhanced employability by introducing additional interdisciplinary programmes.
- Implemented personality development programmes, soft skill development programmes, value added certificate courses & pre-placement training programmes for the students
- More avenues for students to extension and outreach activities
- Sensitizing students to ecological and environmental issues
- Seminars, conferences and invited talks arranged
- Internship at Hotels and Resorts (MTA)
- Blood group identification and donation camp in association with HDFC Bank Ltd, Muvattupuzha initiated by Red Ribbon Club of the college.
- Interdepartmental travelogue writing and photography competition.
- Lunch provided by students to 600 people and financial aid to the tune of Rs. 50,000
- Several social outreach programmes were organized.
- Conducted Department-wise annual internal audit.
- AQAR 2013-14 was prepared and uploaded.

## 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 \*

<b>Plan of Action</b>	<b>Achievements</b>
Introducing more Undergraduate and Post Graduate Programmes	Started Three new programmes <ul style="list-style-type: none"><li>➤ MCA Lateral Entry</li><li>➤ MSc Mathematics</li><li>➤ Bachelor of Tourism Studies</li></ul>
Emphasizing on students initiatives	<ul style="list-style-type: none"><li>➤ EXOUSIA 2015- e-magazine</li><li>➤ The Resonance- Department Newsletter</li><li>➤ Instigation of Department magazine</li></ul>
To promote Research and extension	<ol style="list-style-type: none"><li>1. Conducted National Conferences and invited talks</li><li>2. One Faculty was awarded PhD.<ul style="list-style-type: none"><li>➤ Mr. Raju V.P</li></ul></li><li>3. Research Projects<ul style="list-style-type: none"><li>➤ One completed major research and three completed Minor research projects</li><li>➤ Three on going major research projects and four on going major research projects</li><li>➤ Eight minor research projects were sanctioned during the year</li></ul></li><li>4. Nine Ph.Ds were produced from research centres of the college<ol style="list-style-type: none"><li>1. Ajimon George (Commerce)</li><li>2. Gangadathan Nair. P (Commerce)</li><li>3. Sethu Ravi. R (Commerce)</li><li>4, Raju. V.P (Commerce)</li><li>5. George. P.L (Commerce)</li><li>6. Murali. E (Commerce)</li><li>7. Francis. C.T (Commerce)</li><li>8. Raxy Tom (Hindi)</li></ol></li></ol>



	9. Daisy Peter (Hindi)
Industrial and Educational Visits as a part of the academic curriculum	Conducted Industrial visit, nature camps, media visit.
To arrange student support programmes	<p>Conducted :-</p> <ul style="list-style-type: none"> <li>➤ Certificate course in Yoga</li> <li>➤ Personality development programmes and Life guidance programmes</li> <li>➤ Social outreach programmes</li> <li>➤ Hi-Tech farming</li> <li>➤ Value added certificate courses</li> <li>➤ Pre placement training programmes</li> <li>➤ Soft skill training programmes</li> <li>➤ Spiritual animation programmes</li> <li>➤ Tutorial system</li> <li>➤ Recruitment drives by esteemed organizations</li> <li>➤ Reading month</li> <li>➤ Anti- ragging awareness talks</li> <li>➤ Health club</li> <li>➤ Bio diversity club</li> <li>➤ Dialogue forum</li> <li>➤ Invited talks</li> <li>➤ Established more clubs</li> <li>➤ Inter departmental and inter collegiate competitions</li> <li>➤ Endowment lectures</li> <li>➤ UGC NET coaching</li> <li>➤ More programmes of IGNOU was introduced</li> </ul>
Outreach programmes	<ul style="list-style-type: none"> <li>➤ Organ donation campaign</li> <li>➤ Establishment of pain and palliate care unit</li> </ul>

	<ul style="list-style-type: none"> <li>➤ Blood group identification and blood donation</li> </ul>
Career Guidance and Placement Cell to be strengthened	<ol style="list-style-type: none"> <li>1. Conducted Pre Placement Training to students</li> <li>2. Conducted several Recruitment Drives</li> <li>3. 104 students were placed through campus recruitment drive</li> </ol>
Promotion of arts, sports and games	<ol style="list-style-type: none"> <li>1. Grabbed first position in Margamkali, second position in Thiruvathirakali, A grade in Kavithaparayanam and Light music and Third position in photography in Mahatma Gandhi University Youth Festival 2015</li> <li>2. Students participated in various inter collegiate, inter university, state and national level competitions</li> <li>3. Our students excelled in M.G University Inter Zone handball tournament, South Zone interuniversity, Inter zone basketball tournament, University best physiques competition, M.G University Taekwondo championship, M.G University Netball championship, M.G University Yoga Championship</li> </ol>
To enhance alumni interaction and support	Meet a Prominent Alumni Programme rEturN Series and also initiated departmental Mega Alumni Day
Continuing Education Programs Imparted	<ol style="list-style-type: none"> <li>1. DCA (6 Months)</li> <li>2. Internship at Hotels and Resorts (MTA)</li> <li>3. UGC sponsored Add on course in IT (Physics Dept)</li> <li>4. Yoga(Malayalam Dept)</li> <li>5. Orientation Program(MCA Dept)</li> </ol>

	6. Pre-placement Training(MCA Dept)
To strengthen PTA Interactions	Conducted periodical meetings
Consultancy	Strengthened consultancy

\* 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

The AQAR placed in the IQAC steering committee after active discussions and incorporated valid suggestions. IQAC have approved the final report and gave sanction to forward the AQAR to NAAC.

## 1. 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	5			
PG	10	2	5	
UG	15	1	6	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate	3			
Others	1 (Add-on)			
<b>Total</b>				
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	30
Trimester	
Annual	

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

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

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

**1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.**  No

**1.5 Any new Department/Centre introduced during the year. If yes, give details.**  No

## Criterion – II

### 2. Teaching, Learning and Evaluation

**2.1 Total No. of permanent faculty**

Total	Asst. Professors	Associate Professors	Professors	Others
149	52	47		50

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

38

**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
9	9							11	11

**2.4 No. of Guest and Visiting faculty and Temporary faculty**

8

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

No. of Faculty	International level	National level	State level
Attended	2	8	10
Presented papers	4	14	2
Resource Persons	1	1	7

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

MOOC

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

185

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

Centralised internal examinations

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

11 | 11 |

**2.10 Average percentage of attendance of students**

94

**2.11 Course/Programme wise distribution of pass percentage :**

Sl. No.	Title of the Programme	Total no. of students appeared	Division							Pass %
			A+	A	B+	B	C+	C	D	
<b>Aided U.G Programmes</b>										
1	B A Economics	55		1	5	19	18	8		92.7
2	B A Malayalam	35		1	2	11	8	2		68.5
3	B A Hindi	24		1	7	4	4	2		75
4	B Sc Mathematics	61		12	27	12	6	2	1	98.36
5	B Sc Physics Model I	32		6	4	7	8	2		84.37
6	B Sc Physics Model II	24		1	4	5	4	2		66.66
7	B Sc Chemistry	39	1	2	16	7	5	3		87.17
8	B Sc Botany	35		2	6	10	10	4		91.42
9	B Sc Zoology	33	1	2	6	10	3	2		72.72
10	B Com Model I	64		11	28	15	6	2		96.87
<b>Self financing U,G Programmes</b>										
11	B Com Model III Computer Applications	36		2	15	14	2	2		97.2
12	B Com Model III Taxation	31			4	9	9	4		84
13	B Com model III Office Management & Secretarial Practices	23		1		4	5	6		69.56
14	B A English Model III Literature & communication studies	23		1	5	6	4	5		91.30
15	B C A	59			10	13	24	9		94.91
<b>Post Graduate Programmes (Aided)</b>										
Sl. No.	Tille of the Programme	Total No of students appeared	A+	A	B+	B	C +	C	D	Pass %
1	M A	19			7	6				76.47

	Economics								
2	M Sc Chemistry	13			8	2			76.9
3	M Sc Statistics	19	1	3	9	1	3		89.47
4	M Sc Zoology	13			5	4			70
5	M A Malayalam	19			4	7			57.89
6	M A Hindi	18			2	3			28
7	M A English	15			3	1	1		33.33
8	M Com	19		1	14	2			89.47
<b>Post Graduate Programmes (Self Financing)</b>									
9	M Com (SF)	15		1	4	4			60
10	MCA	60							81.67
11	MHRM	9							77.78

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

IQAC has given suggestions and recommendations to improve the tutorial and remedial coaching practices. The cell collects feedback responses from students and conducts academic audit periodically. The cell looks into and evaluates the teaching learning process and endeavours to modernise its supporting system by upgrading P.G classes with interactive boards and Television. The cell always promotes the faculty members to participate and conduct seminars, conferences, workshops, symposia for faculty development. The cell take keen interest to adopt add on courses, pre placement training programmes, recruitment drives for magnifying employability among students.

IQAC monitor and evaluates the teaching and learning process through periodical meetings of the Cell attended by representatives from each department. The meeting discusses and evaluates the targets to be achieved and the plan of action.

### 2.13 Initiatives undertaken towards faculty development

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

### 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	10			
Technical Staff	12			



## Criterion – III

### 3. Research, Consultancy and Extension

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

- This year IQAC timely informed the teachers about the submission of Minor Research Projects as well as gave instructions to conduct departmental seminars.
- Implemented Research Schemes and projects for the smooth progress and effective implementation of research projects. It is decided to adopt the following policies to promote research in the campus;
  - i. Autonomy to Investigator
  - ii. Timely availability or release of resources
  - iii. Adequate infrastructure and human resources
  - iv. Support in terms of technology and information needs

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	3		
Outlay in Rs. Lakhs	Rs. 7,35,800	1. Rs. 6,56,800 2. Rs. 12,10,000 3. Rs. 4,82,800		
	Rs. 7,35,800	Rs. 23,49,600		

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	3	4	8	
Outlay in Rs. Lakhs	Rs 1,00,000 Rs 60,000 Rs 80,000	Rs. 80,000 Rs. 50,000 Rs. 2,00,000 Rs. 1,40,000	1. Rs 70,000 2. Rs 89,000 3. Rs 1,40,000 4. Rs 1,90,000 5. Rs 50,000 6. Rs 2,00,000 7. Rs 1,19,000 8. Rs 95,000	
Total	Rs. 2,40,000	Rs 4,70,000	Rs 9,53,000	

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	10	13	8
Non-Peer Review Journals			
e-Journals	2	2	
Conference proceedings	2	2	

### 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
<b>Major projects</b>				
Dr. Mary Cahndrika ( Completed)	1	UGC	7,35,800	7,35,800
<b>Ongoing Projects</b>				
Sr Dr. Seelia Thomas	2	UGC	6,56,800	6,56,800
Dr.Thomas Varghese	3	KSCSTE, TVM	12,10,000	12,10,000
Dr. Suby Baby	2	UGC	4,82,800	3,08,800
Total {major project}			23,49,600	21, 75,600
<b>Minor Projects</b>				
<b>Ongoing</b>	4	UGC	4,70,000	
<b>Sanctioned</b>	8	UGC	9,53,000	
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
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.  iii) Chapters in Edited Books   
ii) Without ISBN No.

### 3.8 College 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

Sl. No	Area of Consultancy
1.	Income tax consultancy services to faculty
2.	Income tax consultation to the teaching staff and non teaching staff of the college
3	Consultancy for research data analysis

### 3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		2	2		35
Sponsoring agencies		UGC	IUCAA, Ramakrishna madam pala and Ministry of Sports and Affairs		Dept

### 3.12 No. of faculty served as experts, chairpersons or resource persons: 11

#### 3.13 No. of collaborations

International

2

National

1

Any other

2

- Kerala State Forest dept on various conservation programmes
- Santhukadu Temple for Sacred Grove Restoration
- IISAC, USA
- Zoo outreach Organization, Coimbatore
- Herman Gundert, Germany

#### 3.14 No. of linkages created during this year

0

#### 3.15 Total budget for research for current year in lakhs:

From Funding agency

33,02,600

From Management of University/College

1,50,000

Total

34,52,600

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

3.16 No. of patents received this year: 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
		1	2			

3.18 No. of faculty from the Institution who are Ph. D. Guides

15

and students registered under them

50

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

2

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

JRF

7

SRF

Project Fellows

1

Any other

3.21 No. of students Participated in NSS events:

University level

State level

200

National level

International level

3.22 No. of students participated in NCC events:

University level

State level

160

National level

International level

3.23 No. of Awards won in NSS:

University level

1

State level

National level

International level

3.24 No. of Awards won in NCC:

University level

State level

National level

2

International level

3.25 No. of Extension activities organized

University forum

College forum

1

NCC

NSS

2

Any other

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

- Observance of service day by **collecting food packets** and handing over to **two charity homes**, Vimala Bhavan Anikadu and Snehagiri, Vazhakulam by NSS Unit of our College
- **Blood Group identification and Blood Donation campaign** by the students.
- **Solid waste management awareness programme** was conducted in Avoly Gramapanchayat.
- **Blood donation camp** in association with HDFC Bank, Muvattupuzha
- **Setting up of village library**, cleaning the premises and conducting health survey at Vellaramkuth Tribal Colony, Pooyamkutty.
- **Anti- drug campaign** intercollegiate camp was organized.
- **Blood Group identification and Blood Donation campaign** by the students.

## 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	53 acres		Own	53 acres
Class rooms	64			
Laboratories	4			
Seminar Halls	1			
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)	70,30,000	28,69,000		
Others				

#### 4.2 Computerization of administration and library

A fully automated library with 61817 books, 233 journals and periodicals and internet facility.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	61631	6,22,529	1628	232589	61817	8,55,118
Reference Books						
e-Books						
Journals	177	1,63,475	56	41317	233	2,04,792
e-Journals		5000				5000
Digital Database						
CD & Video			41			
Others (specify)						

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	389	5	2	1		2	15	1
Added	42						1	1
Total	431	5	3	1		2	16	1

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

A fully automated library with international specifications having 61817 books, 233 journals and internet facility.

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

i) ICT	1,25,000
ii) Campus Infrastructure and facilities	19,44,3971
iii) Equipments	1,41,966
iv) Others	9,45,120
<b>Total :</b>	<b>20,656,057</b>

## Criterion – V

### 5. Student Support and Progression

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

Introduced online feedback system
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#### 5.2 Efforts made by the institution for tracking the progression

- The Induction programme (College and Department level) – A college-level two day induction programme is organized every year. Objectives of the College is communicated to the freshers through multimedia presentations, sharing by Principal and faculty and interactive activities like preparing Collage/Tableau etc. .
- Calendar – The College calendar printed and distributed every year which states the Vision, Mission and Objectives of the College. The calendar reaches the students, teachers, staff and other stakeholders.
- Display Boards – The boards which display the Vision and Mission of the College are displayed in different parts of the campus.
- Filing of Student profile in concerned departments
- Conducted post admission test for the first year degree students by the zoology dept of the college.
- Organised study tours and industrial visits
- Promotion of students to participate in national seminars.
- Conducting Class-wise test papers
- Evaluation of seminars and assignments in connection with curriculum
- Recoding of internal marks and comparing it with their previous marks
- Maintaining healthy teacher-student relationship during course period
- Keeping personal contacts with passed out students to understand their progression.
- Arranging formal or informal get-together/alumni meets

5.3 (a) Total Number of students 2539

(b) No. of students outside the state

Nil
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(c) No. of international students

Nil
-----

Men

No	%

Women

No	%



Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1598	192	63	255	16	2124	346	235	65	289	17	2539

**Demand ratio** - 14.4      **Dropout %** - 0.4

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

- Profession oriented coaching classes and trainings for competitive examinations are linked to furtherance of discipline related knowledge and gives impetus to optimal student progression to higher studies and job placements.
- Coaching is provided for P O Bank Test, UGC-JRF/NET. These institutes are given training slots which are incorporated in to the class schedule of various departments.
- Nirmala has provides Training and Development which organizes soft skill development programmes such as Resume preparation, GD, personal interview, leadership skills and personality development. College frequently engages orientation and current socio-economic trend analysis sessions to students.
- The college provides other infrastructural and resource support also to help students prepare for competitive exams:
  - The career guidance cell has a special notice board to display career news and information about competitive exams.
  - The College Library has a Career Centre where reference books and question bank for competitive exams are available.

**No. of students beneficiaries**

104

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

NET	10	SET/SLET		GATE		CAT	
IAS/IPS etc		State PSC		UPSC		Others	

## 5.6 Details of student counselling and career guidance

### HCL

Sl. No.	NAME	STREAM
1	Arathy Suresh	<u>M.COM</u>
2	Aswathy Gopalan	<u>M.COM</u>
3	Reshma Sorly	<u>M.COM</u>

### INFOSYS

No.	Name	Course
1	Lalkrishna K.B.	BCA
2	Yedu Anand	BCA
3	Nikhila Tankachan	BCA
4	Nice Mariya Jose	B.SC. MATHS
5	Jinu T Saji	B.SC. PHYSICS
6	Neenu Santhosh	B.SC. PHYSICS
7	Latheefa U.L.	B.SC. PHYSICS (VOC)
8	Nirmal Francis	B.SC. MATHS

### SYNTEL SELECTED LIST

Sl. No.	NAME	STREAM
1	Maria Mathews	M.COM
2	Silvy Joseph	M.COM
3	Reshma Sorly	M.COM

### TCS SELECTED LIST

No.	Name	Course
1	Lalkrishna K.B.	BCA
2	Jestin George	BCA
3	Vishnu Shaji	BCA

<b>TECH MAHINDRA SELECTED LIST</b>		
<b>No.</b>	<b>Name</b>	<b>Course</b>
1	Lalkrishna K.B.	BCA
2	Geo Thomas	BCA
3	Yedu Anand	BCA
4	Varsha Peter	BCA
5	Nikhila Tankachan	BCA
6	Sneha Johny	B.SC.
7	Jerin Joseph	B.COM.
8	Joyis Paul	BCA
9	Linet Joshy	BCA
10	Jinu Saji	B.SC.
11	Reshma Roy	B.COM.
12	Sreejith Kumar	B.COM.
13	Olevia Theres Kurian	BCA

<b>WIPRO DRIVE SELECTED LIST</b>		
<b>No.</b>	<b>Name</b>	<b>Course</b>
1	Treesa Mary Paul	B.SC. MATHS
2	Indu V.	B.SC. MATHS
3	Josmy Joseph	B.SC. MATHS
4	Krishnakumar K.P.	B.SC. MATHS
5	Antony Binoy	B.SC. MATHS
6	Deepthi R. Nair	B.SC. MATHS
7	Sreelakshmi Vijayan	B.SC. MATHS

8	Anitta Mary John	B.SC. MATHS
9	Tess Pious	B.SC. MATHS
10	Anju Varghese	B.SC. MATHS
11	Anulekha P.V.	B.SC. MATHS
12	Nice Maria Jose	B.SC. MATHS
13	Teena Sebastian	B.SC. MATHS
14	Jilu Joseph	B.SC. MATHS
15	Aiswarya Preman	B.SC. MATHS
16	Sneha Johny	B.SC. CHEMISTRY
17	Ginu Jose	B.SC. CHEMISTRY
18	Amitha Thomas	B.SC. CHEMISTRY
19	Ancy Jose	B.SC. ZOOLOGY
20	Lalkrishna K.V.	BCA
21	Geo Thomas	BCA
22	Nazeeb Rahim	BCA
23	Basil Kuriakose	BCA
24	Mathews Xavi	BCA
25	Olevia Theres Kurian	BCA
26	Jerin Mathew	BCA
27	Deena George	BCA
28	Yedu Anand	BCA
29	Midhun Thomas	BCA
30	Nikhil Belji	BCA

**South Indian Bank Selected List**

Sl.No	Name	Course
1	Anu George	M.Com
2	Ashly Baby T	M.Com
3	Muthulakshmi K V	M.Com
4	Tinu Sebastian	M.Com
5	Jince Francis	MCA

6	Elson George	MHRM
7	Don Mathew Joseph	MHRM
8	Jithin Shaji	MHRM
9	Kevin Kurian C S	M A Economics
10	George Mathew	M Sc Statistics
11	Jobin Geordy	M A Malayalam
12	Albin Joseph	B.Sc Physics
13	Joshy P John	B.Sc Physics
14	Jijo Jose	B.Sc Physics
15	Boby Sabu	B.Sc Physics
16	Roshan Shaji	B.Sc Physics
17	Reenu Paul	B.Sc Physics
18	Aby Benz	B.Sc Physics (Voc)
19	Jomathews Joy	Mathematics
20	Jibin Jose	BCA
21	Jeslyn James	B A Communicatve English
22	Ajmal Basheer	B .Com
23	Akhil B Kurisinkal	B .Com
24	Jinu Johny	B .Com
25	Sravan K N	B .Com (Voc)
26	Alex Jose	B .Com
27	Nobie Sebastian	B .Com
28	Anju Shaji	B .Com (Tax)
29	Liya Joy	B .Com (Tax)
30	Robin Cherian	B .Com
31	Lakshmi V Menon	B Sc Chemistry

#### **Federal Bank Selected List**

Sl.No	Name	Course
1	Abhijith V S	B .Com
2	Akhil C S	B Sc Physics
3	Binu Sabu	B .Com
4	Nobie Sebastian	B .Com
5	Rose Mary Paul	B Sc Physics
6	Thushara Venu	B Sc Physics

#### **KPMG Audit Associate Selected List**

Sl.NO	Name	Course
1	Midhu Mathew	B .Com
2	Pearl Jose	B .Com
3	Sreeraj N R	B .Com (Voc)
4	Joice K C	B .Com (Voc)
5	Ashly Baby T	M.Com
6	Tinu Sebastian	M.Com

7	Sujith C G	M.Com
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No. of students benefitted

104

### 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
2	696	104	

### 5.8 Details of gender sensitization programmes

Women cell of the college initiates the gender sensitization programmes

### 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	175	28000
Financial support from government	1342	630450
Financial support from other sources	12	8000
Number of students who received International/ National recognitions		

**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:** \_\_\_\_\_

## Criterion – VI

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

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

‘Academic Excellence with integrity of character’ of the teachers and the taught is the vision of the Institution. The coat of arms of the college bears the inscription – ‘Fear of God is the beginning of wisdom’.

The Mission of the college is to mould educated citizens who love God, serve humanity and to help the youth grow up as competent, responsible and mature individuals with strength of character, moral uprightness and courage of conviction, imbued with qualities of head and heart.

The goals of the institution and the programmes to realize them are explicitly and categorically stated in the college Handbook cum Calendar, which is distributed at the beginning of every academic year to all members who are directly associated with the institution. Address by the Principal and the class teachers to the student community, the PTA meetings, the alumni forums are the means to make the stakeholders aware of the vision and mission of the institution. The vision and mission are also given in the College website- *[www.nirmalacollege.ac.in](http://www.nirmalacollege.ac.in)*

The college aims at giving a dynamic and resilient education, intended to effect a transformation in attitudes, abilities and skills of the students leading to self development and consequently resulting in community and National Development

#### **6.2 Does the Institution has a management Information System –Yes**



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

#### 6.3.1 Curriculum Development

- Certificate Programmes –Introduction
- ICAI – Foundation and Inter

#### 6.3.2 Teaching and Learning

##### Use of ICT

1. Establishment of the course plan for every subject well before the commencement of each semester.
2. Teacher's study materials [Soft copy-PPT slides/PDF presentation] are shared with students in some of the departments

#### 6.3.3 Examination and Evaluation

The Principal and HOD provides information regarding the processes of evaluation to the students during the Induction programme and Class teacher's opening address to the class. The Course Plan presented to the students precisely communicates the detailed schemes of course evaluation. Student Handbook. Presentations and Interaction in Parent Teachers Association Meetings provide sufficient opportunities for students and parents to get clear idea about evaluation process.

##### Implementation

For the effective implementation of the evaluation reforms the institution has adopted the following mechanisms:

- External and Internal coordinator of examinations are appointed both for internal and external exam.
- Two internal exams, seminars and assignments are provided.
- Timely publication of internal marks and it is communicated to the parents.
- Benchmarking is done by IQAC in scheduling and in the conduct and timely evaluation of the examinations.
- Monitoring the conduct of examination, valuation of papers in time and dissemination of the assessment outcomes to students and parents.

### **6.3.4 Research and Development**

The Research Committee looks into the research enhancement of the institution. It includes constituting conducting workshop and seminars on Research Methodology and SPSS, recommending for FIP (M Phil and PhD).

The institution has a Library Advisory committee which comprises of a representative from the Management, Principal, and representatives from all departments, student representatives, and the Librarian. Principal presides over the meeting. The Librarian serves as the secretary to the Committee. The following are some of the initiatives introduced in the library on the basis of recommendations made by the Committee.

- Reading week ('Vayana Varam') is commemorated.
- New titles were added during the year

### **Strategies for Deploying and Upgrading the IT Infrastructure**

The ICT policy states the commitment of the institution to envisioning new avenues of technology integration, and to the effective deployment and maintenance of ICT in Academic and Administrative functions. The policy promotes the indigenous development of ICT systems utilizing the resources of the students and faculty. Efforts are also being taken to promote open source systems.

### **6.3.6 Human Resource Management**

HRM is done as per government norms and UGC norms

### **6.3.7 Faculty and Staff recruitment**

Well qualified Faculty and staff recruited as per UGC norms

### **6.3.8 Industry Interaction / Collaboration**

Industry/organization interaction happens at three levels – firstly, as a means to enhance and enrich the curriculum delivery; secondly, to gather feedback on curriculum and training, and finally, industry coming to the campus for job recruitment. The college facilitates this by formalizing the relation through MoUs and academic linkages.

### **6.3.9 Admission of Students**

Admission of students are made as per University norms

Student admissions are strictly done on the basis of University and Government rules. We cater to students from different socio-economic factions of the society. The government quota admissions are done from the university through centralized allotment. The college also provided equal opportunity for SC/ST/OBC students and a significant number of students belonging to this community got admission this year.

#### 6.4 Welfare schemes for

Teaching	<b>PF, Gratuity, Medical Insurance,</b>
Non teaching	<b>Medical Insurance, Loan facility</b>
Students	<b>Merit Scholarship</b>

For the aided staff UGC scale and other associated benefits are available. For the self-financing staff, the Management has made provisions for Gratuity, primary medical care, free bachelor/spinster accommodation for gents and ladies staff, subsidized food, fitness facilities, staff get-together and interest free loan for purchasing laptop. Maternity leave, Paternity leave, festival allowance, recreation facility like badminton, table tennis, basketball, multi-gym, staff family get-together and picnics are also among the welfare measures. The college has the following welfare schemes for the students also;

1. Endowments, scholarships and freeships.
2. Counseling Centre
3. Wellness Centre/ Fitness centre
4. Gymnasium
5. Group/Personal Accident Insurance cover constituted by the Mahatma Gandhi University to all students.
6. Reprographic facility with printer, scanner, photocopiers, etc. (Networked facility available in media centre).
7. Insinator-Sanitary Napkin Vending Machine
8. Cafeteria
9. Clean drinking water facility - Water cooler

**6.5 Total corpus fund generated**

**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			Yes	IQAC
Administrative			Yes	

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

For UG Programmes Yes  No

For PG Programmes Yes  No

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

Not applicable

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

When College apply for Autonomy, the University screens the applications and forward it to the Higher Education Department.

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

- Alumni meet is conducted on second Saturday of January every year
- Meet a prominent alumni programme
- Batch wise alumni meetings

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

- PTM - conducted every semester
- Parent - Teacher association feedback is taken on all aspects

**6.13 Development programmes for support staff**

IT skill development, Annual retreat, team building tour programmes, etc.

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

The college has initiated the following energy conservation activities:

1. The college campus is maintained by a Gardener and ecologically planning the flora distribution. Landscaping of the campus is done with minimum disturbance to nature and maintaining natural contours as far as possible. Soil erosion is prevented by growing lawn and planting trees.
2. A vegetable garden was set in the college campus
3. A Herbal Garden also is maintained on the campus
4. Planting of saplings are organized during Rural camps (Community living camps like NSS camps, NCC) and environment day celebration.
5. College has taken efforts to manage plastic and e-waste on the campus.
6. The computers with low configuration are not abandoned. Instead, they are used in the hardware lab where hands-on training in computer assembling, installation etc. are given.
7. College has conducted several programmes on the theme of managing waste and protecting nature. Students have organized, anti-plastic campaigns.

## 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.**

- Attendance tracking system for students
- Online Feedback Mechanism
- Online internal mark entry

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

- Interim Audit

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

- Certification Courses and Value Education Classes
- Automation of attendance and internal mark entry

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

**7.4 Contribution to environmental awareness / protection**

NSS activities are focused towards environmental awareness

**7.5 Whether environmental audit was conducted?**

Yes

No

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

**(SWOT Analysis based on NAAC Peer Team Report)**

#### **Strengths**

S1 Access to a large rural, tribal, backward population.

S2. Adequate infrastructure

S3. Proactive management and Alumni with concern for academic growth.

S4 Calm, natural, eco-friendly ambience ensures good academic environment.

S5. Library and office automated.

S6. Institution offers self financed and certificate courses.

### **Weakness**

W1 Lack of employment oriented add on vocational courses.

W2 Weak research collaborations.

W3 No provision for regular health care.

W4 Lack of campus security arrangements.

### **Oppurtunities**

O1 Potential for MOUs/ Collaborations with reputed institutions.

O2 Potential for generating revenue through consultancy.

O3 Patronage of members of management.

O4 Starting Vocational UG Programmes and attract more funding through research activities

O5 Potential for obtaining autonomy.

O6 College has sufficient land for further expansion.

### **Threats**

T1 Brand building in competitive environment.

T2 Keeping pace with the global market trends.

T3 Introduction of more innovative and professional programmes.

T4 Further motivation of teachers for research publications

T5 Need to strengthen paid consultancy services.

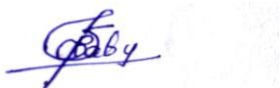
T6 Extensive placement drives are to be undertaken.

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

- To enrich the existing programmes with add on programmes and certificate courses.
- To organize staff development programmes for the nonteaching staff and faculty development programmes for teaching faculty.
- Enhance the number of scholarships and free ships.
- More alumni interaction for supporting the weaker students
- Life- skills and human resource development training will be given to the students.
- Strengthen industry linkages and entrepreneurship development shall be a priority emphasis in line with the vision of the college

- More support and encouragement will be given for the faculty to apply for research projects and to publish their research works.
- More efforts to improve English communication skill and computer proficiency to be taken up in the Campus

*Name: Dr. Suby Baby*



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*Signature of the Coordinator, IQAC*

*Name: Rev. Dr. Vincent Joseph*



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*Signature of the Chairman, IQAC*