NIRMALA COLLEGE, MUVATTUPUZHA

ANNUAL QUALITY ASSURANCE REPORT
2016-2017

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: Dr. T.M. Joseph

    Tel. No. with STD Code: 0485-2836300, 2832361

    Mobile: 9447851808

    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. MHCOGN 18879)*   NAAC/AQAR ACK/F2.33/118/63-14948 57/RAR

1.4 NAAC Executive Committee No. & Date: NAAC/AQAR ACK/F2.33/118/63-14948
    (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)

    www.nirmalacollege.ac.in

1.5 Website address:

    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	1st Cycle		3*	1999	7th Feb 2007
2	2nd Cycle	B++	82.7	2007	31st Mar 2012
3	3rd Cycle	B	2.85	2013	22nd 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)*   2016-17

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

   i. AQAR 2012-13   20/12/2013 (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)

- Add on course on rural eco management
- IGNOU Study Centre(Distance Mode)
- Courses offered by Centre for Continuing Education of kerala
- Foundation and Intermediate ICAI
- MOOCs
- Tally
- Yoga
- Functional Hindi
- DCA
- Professional Shipping and Logistics Management
- CMA
- Civil Service Academy

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 [   ]

DBT Star Scheme	✓	UGC-CE		
UGC-Special Assistance Programme		DST-FIST	✓	
UGC-Innovative PG programmes		Any other (*Specify*)	91st Rank NIRF 2017	
UGC-COP Programmes				

2. IQAC Composition and Activities

2.1 No. of Teachers   37

2.2 No. of Administrative/Technical staff   0 2

2.3 No. of students   01

2.4 No. of Management representatives   01

2.5 No. of Alumni   01

2. 6 No. of any other stakeholder and

    Community representatives   01

2.7 No. of Employers/ Industrialists   01

2.8 No. of other External Experts   01

2.9 Total No. of members   41

2.10 No. of IQAC meetings held   4

2.11 No. of meetings with various stakeholders: No.   7   Faculty   7

    Non-Teaching Staff Students   3   Alumni   1   Others

2.12 Has IQAC received any funding from UGC during the year?   Yes   ✓   No

    If yes, mention the amount   Rs. 3,00,000

2.13 Seminars and Conferences (only quality related)

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

Total Nos. | 56 | International | | National | 4 | State | 1 | Institution Level | 51

2.14   Significant Activities and contributions made by IQAC

- Initiated more endowment and memorial lectures
- Orientation Programmes to Students
- Personality Development Programmes
- IT Exhibition
- Intercollegiate Zoo fest- 18 February 2017
- Paithrukam Exhibition
- Organic paddy cultivation
- sports meet for differently abled children
- Cleaned 'Anicadu Chira'
- Donated hair to the cancer patients
- A campaign on "Safe Food, Better Health"
- A skill development programme for secondary/ higher secondary level Chemistry teachers of the region.
- One day training programme for Administrative Staff of Aided Colleges of M.G. University
- an orientation programme to the Parents
-          Orphanage visit
- Faculty exchange programme under FLAIR
- 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
- Several social outreach programmes were organized.
- Nature expedition programme
- AQAR 2015-16 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 *

Plan of Action	Achievements
Upgrade the status of the college	➢ 91st rank in NIRF Rankings 2017 ➢ DBT Star College scheme
Outcome basedTeaching and Learning process	➢ 11 students figure in the top 10 positions in various University examinations in 2016. They are

Programme	Name of Student	Position
MCA	Srumy Sajan	I
M.Sc. Zoology	Anju B. Kanjirakkattu	II
MHRM	Sr. Anumol Joseph	II
	Anjana Muraleedharan	VI
M.Sc. Statistics	Arya Rajan	II
	Sylvia K.J	III
	Amalu Sebastian	IV
	Anju Thomas	VII
M.A. Malayalam	Siby Mohanan	I
	Aswathy	V

		Raveendran	
		Basil K. Joseph	VII
		Bimal Bbay	X
	M.A. Hindi	Jaseela K.A.	IV
		Anisha Varghese	VI
		Vandana V.G	VII
		Sumi Devassy	X

Emphasizing on students initiatives	➢ Heritage exhibition Paithrikam ➢ Food Fest ➢ The Resonance- Department Newsletter
To promote Research and extension	1. Conducted National Conferences and invited talks 2. Minor and Major Research Projects 3. Smt. Bindhu Menon P , a research scholar of P.G & Research Department of Commerce was awarded PhD
Industrial and Educational Visits as a part of the academic curriculum	Conducted Industrial visit, nature camps, media visit.
To arrange student support programmes	Conducted :- ➢ DCA ➢ Certificate course in Yoga ➢ MOOCs ➢ Personality development programmes and

	Life guidance programmes ➢ Social outreach programmes ➢ Value added certificate courses ➢ Pre placement training programmes ➢ Soft skill training programmes ➢ Spiritual animation programmes ➢ Tutorial system ➢ Recruitment drives by esteemed organizations ➢ Reading month ➢ Anti- ragging awareness talks ➢ Health club ➢ Bio diversity club ➢ Dialogue forum ➢ Invited talks ➢ Established more clubs ➢ Inter departmental and inter collegiate competitions ➢ Endowment lectures ➢ UGC NET coaching ➢ More programmes of IGNOU was introduced
Outreach programmes	➢ Organ donation campaign ➢ Food collection ➢ Blood group identification and blood donation
Career Guidance and Placement Cell to be strengthened	1. Conducted Pre Placement Training to students 2. Conducted several Recruitment Drives 3. 80 students were placed through campus recruitment drive
Promotion of arts, sports and games	1. Grabbed second position in Margamkali,, hindi poetry, third position in folk dance,

	poster designing, stringed instruments western, A grade in monoact, folk dance single, light music vocal female, elocution Malayalam and hindi, essay writing Malayalam, short story English and Malayalam in Mahatma Gandhi University Youth Festival 2017
	2. Students participated in various inter collegiate, inter university, state and national level competitions
	3. Our students excelled in National reliance foundation football championship, New Indian Express all kerala intercollegiate football tournament, M.G University football championship, 3rd position in M.G University football championship39th National junior handball championship, 3rd position in M. G University North zone basket ball championship, 3rd position in M.G University Taekwondo Championship
To enhance alumni interaction and support	Meet a Prominent Alumni Programme rEturN Series and also initiated departmental Mega Alumni Day
Continuing Education Programs Imparted	1. DCA (6 Months) 2. Internship at Hotels and Resorts (MTA) 3. UGC sponsored Add on course in Rural eco management 4. Yoga(Malayalam Dept) 5. Orientation Programmes 6. Pre-placement Training 7. IGNOU 8. ICAI foundation and intermediate
To strengthen PTA Interactions	Conducted periodical meetings

Consultancy	Strengthened consultancy- Two MoUs signed

* 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	11			
UG	16			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate	4			
Others	1 (Add-on)			
Total				

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
142	37	34		74

2.2 No. of permanent faculty with Ph.D.

33

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

19   1

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	3	4	14
Presented papers	7	4	8
Resource Persons	0	0	8

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/**

5   5

Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

94

2.11 Course/Programme wise distribution of pass percentage :

PG Results (2016)

Course	No. of Students appeared	No. of students passed	% of pass	Grade awarded					Uty. Positions
				A+	A	B+	B	C+	
M.Sc. Statistics	16	14	87.5%	2	4	5	3		II,III, IV, VII
M.Com (R)	16	04	25%		1	3			
M.Com. (SF)	19	12	64%			8	4		
M.A. Hindi	19	15	79%			7	6	2	
M.A. English	17	07	41.2%			4	3		IV
M.A. Malayalam	17	12	70.6%		2	8	2		I, V, VII, X
M.Sc. Zoology	15	12	80%		1	4	7		II
M.Sc. Chemistry	11	9	81.8%		2	5	2		
M.Sc. Maths (SF)	11	9	53%			2	2		
M.A. Economics	17	9	53%		1	2	6		
MHRM	19	19	100%		1	18			II, VI
MCA (3 Year)	56	37	56%		5	32			I
MCA (2 Year)	36	19	52.8%		4	15			
MTTM									

UG Results (2017)

Course	No. of Students appeared	No. of students passed	% of pass	A+	A	B	C	D	Failed
B A Economics	58	33	57	1	3	15	8	6	25
B A Malayalam	30	9	30	-	3	5	1	-	21
B A Hindi	35	13	40	2	5	4	2	-	22
B A English Model III Literature & Communication Studies	31	16	51		3	10	3	-	15
B.Sc. Maths	68	61	90	32	18	7	4	-	7
B.Sc. Physics Model I	35	26	74	2	9	15	-	-	9
B.Sc. Physics Model II	24	10	42	1	3	6	-	-	14
B.Sc. Chemistry	39	29	75	1	19	7	2	-	10
B.Sc. Botany	41	27	66	1	10	14	2	-	14
B.Sc. Zoology	37	24	65	2	6	13	2	-	13
B.Com Model I	59	50	85	14	17	15	3	1	9
B.Com Model III Computer Applications	35	22	63	3	9	7	3	-	13
B.Com Model III Taxation	50	37	74	2	14	16	5	-	13
B.Com Model III -Office Mgt.	47	21	45	1	5	8	7	-	26
B C A	59	27	46	-	2	12	13	-	32
BTTM	8	2	25	-	-	1	1	-	6

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

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	2
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	4
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			30
Technical Staff	11			

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	
Outlay in Rs. Lakhs			29,64,000	

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		4	8	
Outlay in Rs. Lakhs		1. 150000 2. 40000 3. 95000 4. 119000 5. 89000 6. 100000 7. 435000 8. 405000 9. 270000 10. 200000 11. 175000		
Total		Rs. 20.78 Lakhs		

3.4   Details on research publications

	International	National	Others
Peer Review Journals	16	10	1
Non-Peer Review Journals			
e-Journals			
Conference proceedings		3	

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				
Dr. Jyothish P. Kuthanapillil	3	DST	29,64,000	15,04,000
Minor Projects				
Ongoing	2	UGC	Rs. 20,78,000	
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects *(other than compulsory by the University)*	2	BIO DIVERSITY BOARD	40000	40000
Any other(Specify)				
Total				

3.7 No. of books published   i) With ISBN No. [2]   iii) Chapters in Edited Books [2]

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   [YES]

Sl. No	Area of Consultancy
1.	Rubber Board
2	Coconut board
2.	Income tax consultation to the teaching staff and non teaching staff of the college

3	Consultancy for research data analysis	
4	DRC testing	
5	Soil analysis	
6	Water analysis	

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		4	1		53
Sponsoring agencies		UGC, ICSSR	College		College

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

Resource person for various conferences

3.13 No. of collaborations   International [ ]   National [ ]   Any other [3]

3.14 No. of linkages created during this year   [3]

3.15 Total budget for research for current year in lakhs:

From Funding agency [36,99,728]   From Management of University/College [3,00,000]

Total [39,99,728]

r

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

3.18 No. of faculty from the Institution who are Ph. D. Guides   [20]

and students registered under them   [50]

3.19 No. of Ph.D. awarded by faculty from the Institution $\boxed{1}$

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

JRF $\boxed{7}$ SRF $\boxed{3}$ Project Fellows $\boxed{1}$ Any other $\boxed{}$

3.21 No. of students Participated in NSS events:

University level	$\boxed{}$	State level	$\boxed{200}$
National level	$\boxed{}$	International level	$\boxed{}$

3.22 No. of students participated in NCC events:

University level	$\boxed{}$	State level	$\boxed{160}$
National level	$\boxed{}$	International level	$\boxed{}$

3.23 No. of Awards won in NSS:

University level	$\boxed{1}$	State level	$\boxed{}$
National level	$\boxed{}$	International level	$\boxed{}$

3.24 No. of Awards won in NCC:

University level	$\boxed{}$	State level	$\boxed{}$
National level	$\boxed{2}$	International level	$\boxed{}$

3.25 No. of Extension activities organized

University forum	$\boxed{}$	College forum	$\boxed{1}$		
NCC	$\boxed{}$	NSS	$\boxed{7}$	Any other	$\boxed{}$

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

- ➢ Organic paddy cultivation
- ➢ Cleaning of 'Anicadu Chira'
- ➢ Donation of hair to the cancer patients
- ➢ blood donation camp
- ➢ Construction of two toilets for the economically backward two tribal families.
- ➢ Promotion of organic farming by planting 80 plantain seedlings on the campus.
- ➢ Free medical camp for the staff and students of the college

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	76	7	Own	76
Laboratories	4		Own	4
Seminar Halls	5		Own	5
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	9	5	DST	
Value of the equipment purchased during the year (Rs. in Lakhs)	1525836	7,07,227		2233063
Others (COMPUTER LABS)	8			8

4.2 Computerization of administration and library

> A fully automated library with 72670 books, 233 journals and periodicals and internet facility.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	68528	1269368	6142	200568	74670	1569936
Reference Books						
e-Books	3135000					
Journals	312	495653	71	112333	71	112333
e-Journals		5000				5000
Digital Database						
CD & Video	592		3			
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	430	4	2	1		2	16	1
Added		4						1
Total	430	8	2	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 74670 books, 71journals and internet facility.

4.6 Amount spent on maintenance in lakhs :

  i) ICT   1.50

  ii) Campus Infrastructure and facilities   20.48

 iii) Equipments   1.52

 iv) Others   9.8

                           Total :   33.3

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Introduced online feedback system

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   2629

(b) No. of students outside the state   Nil

(c) No. of international students   Nil

Men	No	%	**Women**	No	%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OB C	Physically Challenge d	Total
1951	251	56	442	12	2712	1723	243	54	609		1723

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:
  o The career guidance cell has a special notice board to display career news and information about competitive exams.
  o The College Library has a Career Centre where reference books and question bank for competitive exams are available.

No. of students beneficiaries   88

5.5 No. of students qualified in these examinations

NET   12   SET/SLET   GATE   CAT

IAS/IPS etc   State PSC   UPSC   Others

5.6 Details of student counselling and career guidance

Sl. No	Name	Class	Company
1.	Abhinav Sivaprasad	III Maths	INFOSYS
2.	Akshaya Sara George	,,	,,
3.	Arun George	,,	,,
4.	Aswathy C A	,,	,,
5.	Beema T.A	,,	,,
6.	Celeeshia Joseph	,,	,,
7.	Jose Vincent	,,	,,
8.	Melbin Mathews	,,	,,
9.	Ankitha Tom	,,	,,
10.	Fathimmabi Ebrahim	,,	,,
11.	Hari Prasad E	,,	,,
12.	K Krishnan	,,	,,
13.	Kannan Vijayan	,,	,,
14.	Kochurani Mathew	,,	,,
15.	Liz John	,,	,,
16.	Anu Reji	III Physics	,,
17.	Akhila K R	III Maths	,,
18.	Almiya Assiss	,,	,,
19.	Anju Jose	,,	,,
20.	Asha Rani S	,,	,,

21.	Jismi Jolly	,,	,,
22.	Meenu Sara Johns	,,	,,
23.	Ammu Abraham	,,	,,
24.	Karthika M R	,,	,,
25.	Sandra Tom	,,	,,
26.	Ruksana Jamal	,,	,,
27.	Albin Alex	III BCA	,,
28.	Alex Varghese	III Physics	CAPGEMINI
29.	Anju Jose	III Maths	,,
30.	Elizabeth Johnson	,,	,,
31.	Grace Maria Jose	,,	,,
32.	Sandra Tom	,,	,,
33.	Shine P. Vincent	III Physics	,,
34.	Sneha K. Devan	III BCA	,,
35.	Vijitha M.V	,,	,,
36.	Liz John	III Maths	AMAZON
37.	Rohit Satheesan	II M.Com	EXL Services
38.	Aswathy Vijayan	II M.Com	,,
39.	Steffy Saju	III BCA	CSS Corp
40.	Merin Mathew	III BCA	CSS Corp
41.	Aryalakshmi K.A	II M.Com	ENVESTNET ASSET MANAGEMENT INDIA PVT. LTD

42.	Sooryamol P.S	III Maths	TCS
43.	Deepak Aloysius	III Chem.	,,
44.	Alex John	III Comm. Eng.	Goan Institute of Communicative English (GICE)
45.	Nikitha Augustine	,,	,,
46.	Divya Jose	,,	,,
47.	Chippy George	,,	,,
48.	Neethu Mary Anil	,,	,,
49.	Amalu Sebastian	Statistics	Quintiles Research India Pvt. Ltd
50.	Akhil Sasi	,,	Krythium Solutions Pvt. Ltd
51.	Keerthana Sathyan	,,	,,
52.	Jibin Francis	,,	,,
53.	Arya Rajan	,,	,,
54.	Niret K. Kurian	,,	Indian Statistical Service
55.	Risal K. N	MCA	Flytxt, Technopark, TVM
56.	Jilson Saji	MCA	Cogniz Info Tech, Palarivattom
57.	Thobio Joseph	MCA	Allievo, Palarivattom
58.	Arun Jacob	MCA	Mitsogo Technologies Pvt. Ltd. Kakkanad
59.	Rahul Raju	MCA	Techware Solution, Infopark, Kakkanad
60.	Gabriel Francis	MHRM	Noori Business Corporation
61.	Gabriel Francis	MHRM	NWHM

62.	Gabriel Francis	MHRM	IKYA HR
63.	Gabriel Francis	MHRM	PEARL ACCOUNTING
64.	Garby Baby	MCA	MUZIRIS SOFTECT PVT. LTD.
65.	Deepak Aloysius	III Chem.	MRF
66.	Albin James	,,	MRF
67.	Srumy Sajan	MCA (Regular)	UST Global
68.	Jintu Maria Jiji	,,	Wipro
69.	Jefry Joseph	,,	Wipro, Wrench Solutions
70.	Nithin Baby	,,	,,
71.	Ajith R	,,	Wipro
72.	Albin George	,,	,,
73.	Aneesh T. Mohan	,,	,,
74.	Mansoor C.M.	,,	,,
75.	Nithin Jose Thomas	,,,	,,
76.	Sreelaskhmi S.	,,	,,
77.	Risal K.N	,,	Flytxt, Technopark
78.	Thobio Joseph	,,	Allievo, Palarivattom
79.	Arun Jacob	,,	Mitsogo Technologies Pvt. Ltd. Kakkanad
80.	Anandu S	MCA (Lateral)	Wipro
81.	Deepu T R	,,	Wipro
82.	Ebin Joseph	,,	,,
83.	Ann Mary Wilson	,,	Wipro
84.	Priya Mathew	,,	,,
85.	Sebin Jacob	,,	Abasoft, Infopark,

			Kochi
86.	Chippy Anil	,,	Wrench Solution
87.	Jilson Saji	,,	Cogniz Info Tech, Palarivattom
88.	Rahul Raju	,,	Techware Solution, Infopark, Kakkanad

No. of students benefitted   88

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
2	180	88	36

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   20   National level   3   International level ⬜

No. of students participated in cultural events

State/ University level   5   National level ⬜   International level ⬜

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

Sports : State/ University level   4   National level   1   International level ⬜

Cultural: State/ University level   5   National level ⬜   International level ⬜

5.10 Scholarships and Financial Support

	Number of Students	Amount
Financial support from institution	175	28000
Financial support from government	1012	4603140
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 [6]

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***

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 trough 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	**PF, Gratuity, Medical Insurance,**
Non teaching	**Medical Insurance, Loan facility**
Students	**Merit Scholarship**

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 lap top. 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
> - Alumni lecture series introduced

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.
2. Landscaping of the campus is done with minimum disturbance to nature and maintaining natural contours as far as possible.
3. Soil erosion is prevented by growing lawn and planting trees.
4. College has taken efforts to manage plastic by converting it in to plastic granules with plastic shredding machine and will be used for tarring of the campus roads.
5. The computers with low configuration are not abandoned but are used in the hardware
6. lab where hands-on training in computer assembling, installation etc. are given
7. A vegetable garden was set in the college campus
8. A Herbal Garden also is maintained on the campus
9. A butterfly garden is maintained
10. Planting of saplings are organized during Rural camps (Community living camps like NSS camps, NCC) and environment day celebration.
11. College has taken efforts to manage plastic and e-waste on the campus.
12. 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.
13. College has conducted several programmes on the theme of managing waste and protecting nature. Students have organized, anti-plastic campaigns.

Criterion – VII

7. <u>Innovations and Best Practices</u>

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

- ➢ Online Attendance marking system for students
- ➢ Online Feedback Mechanism of the faculty by the students.
- ➢ Online GAINPF
- ➢ Online admission process
- ➢ Online issue of Transfer Certificate
- ➢ Online data updation of faculty publications, presentations, seminar participations and projects in the teachers‟ portal.
- ➢ Certification Courses, Add on courses and Value Added courses
- ➢ Automation of Internal mark entry Attendance tracking system for students
- ➢ Online Feedback Mechanism

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)*

- ➢ Zero Hour

- ➢ Monthly lecture series

> **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

- En route all the initiatives towards Autonomous status

- To improve the position in NIRF Ranking 2017

- To apply for CPE

- 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**   *Name:*   **Dr. T.M. Joseph**

_____   _____
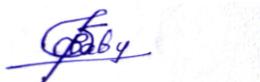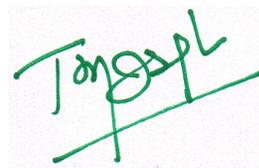
Signature of the Coordinator, IQAC   *Signature of the Chairman, IQAC*