Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**NIRMALA COLLEGE**
Name of the head of the Institution	**Dr. Thomas K V**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**04852836300**
Mobile no.	**8921967170**
Registered Email	**nirmalacollege@gmail.com**
Alternate Email	**kvt@nirmalacollege.ac.in**
Address	**Kizhakkekara , Muvattupuzha**
City/Town	**Ernakulam**
State/UT	**Kerala**
Pincode	**686661**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. Sony Kuriakose**
Phone no/Alternate Phone no.	**04852832361**
Mobile no.	**8113980672**
Registered Email	**iqac@nirmalacollege.ac.in**
Alternate Email	**sony@nirmalacollege.ac.in**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://nirmalacollege.ac.in/uploads/2019/12/AQAR-2018-2019.pdf
4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://nirmalacollege.ac.in/uploads/2020/01/Design-Calander-19-20-Print-15-11-20191.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	**B++**	**82.7**	**2007**	**08-Feb-2007**	**31-Mar-2012**
3	**B**	**2.85**	**2013**	**01-Apr-2012**	**22-Mar-2018**
4	**B++**	**2.76**	**2018**	**30-Nov-2018**	**29-Nov-2023**
4	**A++**	**3.73**	**2021**	**08-Apr-2021**	**07-Apr-2026**

6. Date of Establishment of IQAC	**03-Mar-2004**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Research Ethics and Plagiarism	05-Nov-2019 1	101
E-Skills Development for Effective Teaching	02-Nov-2019 1	32
Towards Successful Accreditation and Assessment	29-Oct-2019 1	83
Programme Outcome Assessment in OBE	26-Oct-2019 2	142
FDP on Global Assessment Practices	25-Oct-2019 1	21
One day National Online Workshop on Publishing in Scopus indexed and UGC Care List Journals	30-May-2020 1	86
Curriculum Workshop - Applied Learning of Accounting Standards	04-Sep-2019 1	33
Curriculum Workshop -Teaching SPSS at Undergraduate Level	27-Nov-2019 1	42
State Level Curriculum Workshop -Project Guidance - A Practical Approach	17-Jul-2019 1	55
NAAC Sponsored National Seminar on Integration of Technology in Teaching, Learning and Evaluation	30-Sep-2019 2	190
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nirmala College	NAAC Financial Assistance	NAAC	2019 2	100000
Nirmala College	RUSA	UGC	2019 365	3500000
Nirmala College	B.Voc	UGC	2019 365	1039200
Nirmala College	FIP Grant	UGC	2019 365	437832
Nirmala College	Seminar	UGC	2019 2	27000
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	**5**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**Yes**
If yes, mention the amount	**100000**
Year	**2019**

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

Submission of SSR for Reassessment (4th Cycle Reaccreditation)

NAAC Sponsored National Seminar on Integration of Technology in Teaching, Learning and Evaluation

Gyan Darshan -New Mentoring Programme

Curriculum Workshops at State and University Levels

Updation of IT Infrastructure

[View File](#)

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

Plan of Action	Achivements/Outcomes
Integration of Technology in Teaching Learning Process	**Five FDPs were organised inorder to enhance the digital skills of the teachers and currently 100 percent teachers use ICT based tools in teaching learning process**
Integration of learning outcomes into	**New course plan was designed**

the course plan	
Introducing new programmes for advanced learners	New mentoring programme Gyan Darshan was introduced and sessions on plagiarism and ethics were organised for advanced learners.
Inculcating national values among students	EBSB Club has been established in the college and its works along with Sangrah Govt. College, Himachal Pradesh
Celebrating 150th Birth Anniversary of Mahatma Gandhi	A bust of Mahatma Gandhi was unveiled by Sri. Sathya Narayana Sahu, Former Joint Secretary Rajya Sabha
Updation of IT Infrastructure	15 LCD projectors and 5 TV's were installed in Classrooms. The Digital Library was upgraded with 14 new industry grade desktop computers
New website for college	New website went live in November 2019
Act as a training institution for the teachers in neighbour colleges	Four state level and university level curriculum workshops were conducted
Popularizing Nirmala Darshan, Campus TV Channel	During 2019-20 number of subscribers got jumped from 4000 to 7000
Financial Literacy Cell	Financial Literacy Cell was established and financial literacy week was observed in the month of October

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14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
Managing Board	25-Aug-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**No**
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2020**
Date of Submission	**30-Jun-2020**
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	Student Management Portal: Academic calendar, Student attendance entry, Duty leave entry for students involved in official activities, Internal Marks

entry and verification, Consolidated paper wise attendance, Time Table, and Online teacher evaluation by students. Faculty Portal: Faculty profile, work allotment, individual time table, hours engaged report, teacher performance record, preparation and execution of daily teaching plan and semester wise plan, categorised nominal roll of the students, paper wise attendance entry, internal mark entry and consolidation. Reports: Student wise daily and monthly reports, attendance percentage for a given period, attendance shortage list, list of unmarked hours, Internal exam marks/ grades, progress reports. Examination Portal: Examination schedule,Seat allotment list,online hall ticket, Examination attendance entry, Private candidates list and seating arrangement in external examination Customised Certificates: Transfer certificate, course and conduct certificate and other customised certificates. Placement Module: Track and manage placement process, authenticate and activate student profiles, manage company profiles, manage job postings, send notification to students, create shortlisted students as per HR manager's request Export student profile and student placement list. Administration Portal: Online admission and profiling of applicants, Students attendance verification, Fee chart setting and online receipt of fees, TC register, Leave management module for online leave request by students and faculty and approval by the head of the institution, list of scholarships and application forms, and Academic calendar. Admission Portal: Student details entry at the time of admission, Parent master along with student details entry, Student roll number generation, generate/ entry identification number like university register number based on admission number, View/ change status of students, and Identity card generation. Parent Portal: Students' attendance report, attendance shortage list, percentage of attendance, internal examination mark list, general timetable, holiday adjustment Parents' feedback, announcements and notifications and Academic calendar.

Orientation programmes were organised at regular intervals to the students, teaching and nonteaching staff and parent representatives to give hands on experience in 'Online TCS'. The MIS has been successfully installed and maintained (Mobile TCS application is also available for teachers).

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Nirmala College, Muvattupuzha has implemented Choice Based Credit System (CBCS) in all UG and PG programmes as per the regulations of Mahatma Gandhi University, Kottayam, Kerala. The college strictly follows the curriculum which is designed by the University. In the B.Voc Logistics Management Programme, the college designed the curriculum based on the UGC guidelines and the same is approved by the University. Curriculum Delivery Planning & Documentation at College Level: The college has well-structured Outcome Based Education (OBE) processes for the effective implementation and delivery of the curriculum. Based on the strategic vision of the college and the curriculum feedback of various stakeholders the college revised its Curriculum Delivery Policy in 2019-20 to ensure that the students achieve the learning outcomes suggested by the UGC., In 2019-20, the college has organised many national and state level Curriculum Workshops for the newly introduced courses in the programmes offered by the university. The Academic Calendar of the college is prepared by the IQAC based on the University Academic Calendar, Department Academic Plans, Internal Examination Calendar, and Action Plans of various cells and student clubs. Then the academic calendar is placed before the college council for approval and changes are being made, if necessary. The prospectus designed by the Admission Committee disseminates information regarding the programmes and courses. The College Time Table is available in the college website and CamPulse (Education App of the college). The college conducts Five-day Two-tier Induction Programme for both UG and PG students. The IQAC of the college has proper procedures to ensure that the curriculum delivery process includes teaching & learning support, mentoring, collaborative learning, participative learning and student activities. The college started its curriculum delivery through Moodle platform in 2018 itself and now more teachers offer courses through Moodle, Google Classroom, Edmodo and other learning platforms. Curriculum Delivery Planning & Documentation at Department Level: The Department Level Curriculum Induction is an important part of the two-tier induction programme of the college in which a separate session is allocated for outcome based education. The faculty members prepare outcome based course plans as per the directions of the IQAC and HoDs monitor and course completion at regular intervals. In addition to this, teachers prepare Teachers Performance Record and submit the same to the Principal on a monthly basis. E-resources prepared by the faculty and Question Bank containing model question papers and old university question papers are available in the college website. In order to implant practical knowledge, departments have collaborations with professional bodies like Institute of Chartered Accountants of India, Institute of Cost Accountants of India, Kerala Bio- Diversity Board, etc. In order to make the learning student-centric, industrial visits, quizzes, case discussions and seminars, workshops, monthly lecture series and alumni lecture series have been organised on a regular

basis. Teachers provide remedial coaching classes for slow learners. IQAC makes necessary modifications in curriculum delivery based on Curriculum Feedback from stakeholders and Result Analysis. The departments have been pro-active in familiarising the students with various international education platforms.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
Basic Computer Skills and Effective Internet Use	Nil	05/08/2019	180	Employability and Entrepreneurship	Basic digital literacy skills
Certificate course on Introduction to SAS	Nil	06/11/2019	180	Employability	Data analysis skills
Certificate course on Web Technologies	Nil	10/10/2019	180	Employability and Entrepreneurship	Advanced skills in developing websites and other portals
Foundation Programme in Banking Financial Services	Nil	09/12/2019	180	Employability	Professional competencies required for financial sector jobs
Certificate course on Robotics	Nil	10/08/2019	180	Employability	Technical skills in Robotics and AI
Certificate course in Newspaper Making	Nil	01/12/2019	180	Employability	Newspaper page design and layout
Certificate course in Adverting and Copywriting	Nil	07/06/2019	180	Employability and Entrepreneurship	Creation of advertisements

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MA	Hindi	03/06/2019
MA	Malayalam	03/06/2019
MA	English	03/06/2019
MA	Economics	03/06/2019
MCom	Finance and Taxation	03/06/2019
MCom	Finance and Taxation(self financing)	03/06/2019
MTTM	Tourism	03/06/2019
MSc	Chemistry	03/06/2019
MSc	Zoology	03/06/2019
MSc	Mathematics	03/06/2019
MSc	Statistics	03/06/2019

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

	Certificate	Diploma Course
Number of Students	220	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Soft Skill Development Course on Individual and Group Interviews	07/08/2019	63
Fundamentals of Quantitative, Verbal and Logical Skills	02/09/2019	48
Fundamentals of Quantitative, Verbal and Logical Skills	30/10/2019	59
Soft Skill Development	14/11/2019	25
Apiculture	17/01/2020	36
Ezhuthukoottam	17/06/2019	19
	View File	

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MA	HRM	49
BTTM	TOURISM	28
MTTM	TOURISM	5
BSc	CHEMISTRY	38

MSc	CHEMISTRY	13
BCA	COMPUTER APPLICATION	62
MCA	COMPUTER APPLICATION	70
BA	COMMUNICATIVE ENGLISH	90
MA	ECONOMICS	18
BA	ECONOMICS	70
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

The institution has a practice of collecting the feedbacks of students on the institutional performance (campus survey) and teacher's performance with respect to teaching, learning and evaluation. Apart from this, curriculum reviews by various stakeholders such as students, faculty, alumni, parents and employers are also taken. IQAC has a separate Feedback Committee which is entrusted with the tasks of designing the questionnaire, feedback collection, feedback analysis, and reporting. Feedback committee consists of teachers from all the departments. Methodology The committee prepares separate feedback forms for each of these categories. Revised versions of feedback forms have been used in 2019-20. Google forms were prepared for each category and the required data were collected. The feedback committee gives a brief orientation session to the students and other stakeholders regarding the purpose, importance and usefulness of the feedback. The feedback collection process was done in the month of December 2019. The alumni feedback is collected through various social networking facilities. Almost all batches have WhatsApp groups. The feedback reports were placed before the governing body of the college and corrective measures are taken. Action Taken on Feedback a. IQAC communicated the feedback to the Heads of the Departments to take necessary actions. b. New reference books have been added to the library resources. c. As the University revised its PG curriculum, more curriculum based text books also have been added to the library to cater the needs of PG students. d. The teachers communicated the syllabus related comments to the concerned board of studies members. e. In the new academic year, a number of certificate courses are also added for the enrichment of curriculum. f. Based on the feedback given by parents, IQAC asked the teachers to give short simple study materials to the slow learners. g. Now teachers encourage PG students to participate in national seminars and research methodology workshops. h. Various soft skills training programmes are organised to improve the skill gap. i. Based on the feedback of faculty on adequacy of instructional hours to complete courses, special classes were organised well in advance. j. The departments include the suggestions of their alumni while preparing their academic plans. Various departments invite their prominent alumni members as guest speakers. k. Alumni interaction is made a part of the curriculum induction process.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BTTM	Nill	50	252	47
BCA	Nill	70	633	68
BCom	MODEL III OFFICE MANAGEMENT AND SECRETARIAL PRACTICES	62	622	61
BCom	MODEL III COMPUTER APPLICATION	38	342	37
BCom	MODEL III TAXATION	62	558	61
BCom	MODEL I TAXATION	63	756	63
BA	ENGLISH MODEL III	38	304	36
BA	ECONOMICS	70	911	71
BA	MALAYALAM	38	418	37
BA	HINDI	38	152	32
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	2178	587	29	28	63

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
142	142	25	63	4	20
[View File of ICT Tools and resources](#)					
[View File of E-resources and techniques used](#)					

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

IQAC has established a well-structured 'Three Tier Mentoring System', at mentor level, department level and institution level. At the bottom level, one faculty is allotted as mentor to a group of 20 to 30 students and the mentors keep both professional and interpersonal relationships with the mentees. In our system, mentors perform the following functions. i. Mentors organise classwise meeting of mentees at the beginning of the semester. ii. Individual mentoring sessions are conducted twice in a semester or when needed. iii. Mentors monitor the academic progress of the mentees and give them academic mentoring iv. They promote the use of e-resources in the library. v. They motivate the students to enrol in certificate courses and online courses offered by NPTEL and MOOC. vi. They also motivate them to participate in co-curricular and extracurricular activities. vii. They maintain a brief record of mentor-mentee discussions. viii. They advise the mentees to take suitable topics for their year-end projects based on SWOC analysis of mentees. If any administrative or higher level action is required, they intimate the HoD. The role of heads of the departments is very vital in the mentoring system. i. HoDs meet all the mentors in the beginning of the semester and give them necessary instructions in the first department meeting itself. ii. Review the activities of mentors and advise them whenever the situation demands it. iii. Inform the parents, on issues like continuous absenteeism or behavioural changes iv. Seek the intervention of respective committees, if required. v. Keep the IQAC Mentoring Committee informed and updated. vi. Identify the mentees who require financial assistance with the help of mentors. vii. Making available text books and other study materials free of cost to the needy mentees. IQAC has a three-member Mentoring Committee that evaluates the mentoring activity in each department. It acts as a tool to streamline and monitor the mentoring activity in various departments. On the basis of feedback from mentors and heads of departments, IQAC organizes various training programmes seminars and workshops. For example, Gyan Darshan, a new mentoring programme started during the year. Under this initiative, small groups of students from different disciplines get a chance to interact with faculty. IQAC also insists the departments to include the themes suggested by the mentors while organising programmes. Towards the end of 2019-20 academic year, Covid 19 hindered physical mentoring sessions. However, faculty members could provide online mentoring sessions to equip the students for the examinations.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2765	120	1:23

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
120	120	Nill	25	40

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester- end/ year- end examination
BA	HINDI	Semester 6	03/06/2020	13/08/2020
BA	MALAYALAM	Semester 6	03/06/2020	13/08/2020

BA	ECONOMICS	Semester 6	03/06/2020	13/08/2020
BA	ENGLISH MODEL III	Semester 6	03/06/2020	13/08/2020
BCom	MODEL I TAXATION	Semester 6	03/06/2020	13/08/2020
BCom	MODEL III TAXATION	Semester 6	03/06/2020	13/08/2020
BCom	MODEL III COMPUTER APPLICATIONS IN BUSINESS	Semester 6	03/06/2020	13/08/2020
BCom	MODEL III OFFICE MANAGEMENT AND SECRETARIAL PRACTICES	Semester 6	03/06/2020	13/08/2020
BCA	Nill	Semester 6	03/06/2020	13/08/2020
BTTM	Nill	Semester 6	03/06/2020	13/08/2020

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

The institution strictly follows the modalities mandated by Mahatma Gandhi University for the conduct of Continuous Internal Evaluation (CIE). A number of reforms in the CIE has been implemented since the adoption of CBCS system in 2009. All these reforms aim to improve the quality of various processes especially in the conduct, administration and evaluation. The reforms initiated during the academic year 2019-20 are: i. IQAC has made it compulsory that a session on CIE should be included in department curriculum induction programme. ii. Schedule of internal examinations are made available through website and the student android app, Campulse. iii. IQAC and internal examination committee finalise the internal examination dates in advance, and the same is communicated to the students after getting the approval of college council. iv. Teachers mention the formative assessment tools they use to measure the learning outcomes of students. v. The teachers prepare question papers of internal examinations based on learning outcomes. vi. Kahoot Quizzes and Quizizz are extensively used for student evaluation. vii. Departments also use essay writing competitions, micro tests, surprise tests, book review competitions etc. to assess the learning outcomes. viii. Faculty have to evaluate the answer scripts and distribute them to the students in one-week time along with comments. ix. During the lockdown period, internal examinations for the even semesters were conducted online and marks were communicated to the students through TCS and CamPulse. x. Internal examination coordinator ensures that the accurate data is uploaded to the university examination portal.

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

An Academic Calendar is prepared by the IQAC based on inputs from the Mahatma Gandhi University Academic Calendar, Internal Examination Committee and Departmental Academic Plans at the beginning of the academic year. The preparation of academic calendar ensures that the students get adequate instructional hours and teachers get maximum hours to deliver their courses effectively. The academic calendar is prepared in tune with the conduct of examinations. ? In the beginning of each semester, the principal convenes a meeting with Heads of Departments and faculty to discuss the matters with

respect to the smooth and effective implementation of academic calendar. ? The proposed schedule of internal examinations suggested by the Internal Examination Committee and ratified by the Staff Council. ? A time line is suggested in the Academic Calendar to complete the syllabus and the schedule of the internal examinations is kept accordingly. ? Each department develops its academic calendar which aligns with the academic calendar of the college. It includes proposed dates for field trips, industrial visits, internships etc. ? Teachers prepare course plans at the beginning of the semester itself and dates of examinations are included in the course plan. ? Teachers Performance Record is an important document to be submitted to the principal by every faculty members in which an evaluation is done regarding the completion of syllabus and conduct of internal examinations. ? Co-curricular and Extra Curricular Activities are included in the Academic Calendar in such a way that CIE process is not disrupted.

2.6 – Student Performance and Learning Outcomes

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

https://nirmalacollege.ac.in/learning-outcomes-2/

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Nill	BA	HINDI	23	22	95.65
Nill	BA	MALAYALAM	32	24	75.00
Nill	BA	ECONOMICS	60	42	70.00
Nill	BA	ENGLISH MODEL III	28	23	82.14
Nill	BCom	MODEL I TAXATION	58	56	96.55
Nill	BCom	MODEL III TAXATION	64	62	96.88
Nill	BCom	MODEL III COMPUTER APPLICATIONS IN BUSINESS	38	35	92.11
Nill	BCom	MODEL III OFFICE MANAGEMENT AND SECRETARIAL PRACTICES	57	35	61.40
Nill	BCA	Nill	67	49	73.13
Nill	BTTM	Nill	24	23	95.83
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2.7 – Student Satisfaction Survey

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

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Youth Entrepreneurship Programme: How to get funds for startups. Sri. Nikhil Mathew, Chairman, Admaren Tech Private Limited, Cochin	Entrepreneurship Development Club	13/12/2019
Research Ethics and Plagiarism	IAQC and IPR cell	05/11/2019
Introduction to machine learning an Artifical intellegence:perspective	Physics	01/11/2019
Workshop on scientific methods in Bee keeping	Botany	19/02/2020
Hands on training in Mushroom Cultivation	Botany	12/04/2019
Hands on training program on ornamental fish keeping	Zoology	07/06/2019
Application of Nanotechnology in Research	Physics	07/11/2019
Seminar on Impact ERP based organisational management	Commerce	27/08/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Visible light absorbed TiO2	Dr. Thomas Varghese	Kerala Development and Innovation Strategy Council (K-DISC)	07/01/2020	Selected for State level Evaluation for Young Innovators Program-2019
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nirmala College IIC	Krishnendu	Self-funded	Chilanka	Dance School	09/01/2020
Nirmala College IIC	Binny Mathews	Self-funded	BM'S Infotainment	Youtube channel related to finance	13/01/2020
Nirmala College IIC	Nidha Fathima	Self-funded	The Cake Fairy	Homemade cakes	21/08/2019
Nirmala College IICNirmala College IIC	Anitta Peter	Self-funded	Eliza Couture	Online Boutique	06/09/2019
Nirmala College IIC	Manisha K Nasser	Self-funded	Craft_erina	Customised pencil drawings	24/10/2019
Nirmala College IIC	Celine Sunny	Self-funded	JCS Collections	Customised store for dress materials, baptism candles and crowns	10/12/2019
Nirmala College IICNirmala College IIC	Benjamin Jolly	Self-funded	Tech travel	Farm	03/01/2020

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

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

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

Name of the Department	Number of PhD's Awarded
Commerce	1
Hindi	3
Malayalam	2
Physics	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Commerce	7	Nill
National	Economics	4	Nill
International	Physics	23	4.25

International	Chemistry	2	3.67
International	Statistics	2	Nill
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Botany	1
Chemistry	2
Commerce	9
Hindi	9
Zoology	1
Physics	4
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
An effective EMI shielding material based on poly (trimethylene terephthalate) blend nanocomposites with multiwalled carbon nanotubes	A.R. Ajitha	New Journal of Chemistry	Nill	3.94	International and Inter University Centre for Nanoscience and Nano technology, Mahatma Gandhi University, Kottayam	12
Tuning of microstructure in engineered poly (trimethylene terephthalate) based blends with nano inclusion as multifunctional additive	A.R. Ajitha	Polymer Testing	Nill	3.23	International and Inter University Centre for Nanoscience and Nano technology, Mahatma Gandhi University, Kottayam	12
Sizing and	A. Ramac handran	Sustaina ble	Nill	7.09	Departmenr	4

Title	Author	Journal		Impact Factor	Affiliation	Citations
Desizing of Cotton and Polyester Yarns Using Liquid and Supercritical Carbon Dioxide with Nonfluorous CO2-Philes as Size Compounds		Chemistry Engineering			of Chemistry, University of Calicut	
Aqueous Mechanical Oxidation of Zn Dust: An inventive Technique for Bulk Production of ZnO Nanorods	Jeen Maria Mathews	ACS Sustainable Chemistry Engineering	Nill	7.09	CSIR-National Institute for Interdisciplinary Science and Technology, Thiruvananthapuram	3
Design and fabrication of flexible Polyvinyl Chloride dielectric composite reinforced with ZnO micro-varistors	Jeen Maria Mathews	Journal of Applied Polymer Science	Nill	2.188	National Institute for Interdisciplinary Science and Technology	8
Toxicological impact of TiO2 nanoparticles on Eudrilus euginiae	Thomas Varghese	IET Nano biotechnology	Nill	1.86	Nirmala College, Muvattupuzha	3
CuInS2-In2Se3 quantum dots - a novel material via a green synthesis approach	Simi N.J	RSC Advances	Nill	Nill	Centre for Nano Bio Polymer Science and Technology, Department of Physics,	5

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
					St. Thomas College, Palai, Arunapuram	
Toxicological impact ofTiO2 nanoparticles on Eudrilus euginiae	Ani Kurian	IET Nano biotechnology	Nill	1.86	Nirmala College, Muvattupuzha	3
One?Pot Synthesis of Benzofurans via Cu-Catalyzed Tandem Sonogashira Coupling?Cyclization Reactions	A.M Thomas	Chemistry Select	2019	Nill	Nirmala College, Muvattupuzha	3
Effect of MA-g-PP Compatibilizer on Morphology and Electrical Properties of MWCNT Based Blend Nanocomposites : New Strategy to Enhance the Dispersion of MWCNTs in Immiscible Poly (Trimethylene Terephthalate)/Polypropylene Blends	A.R. Ajitha	European Polymer Journal	2019	3.89	Department of Chemistry, Nirmala College Muvattupuzha	11

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
	Thomas	Optical	2019	15	7	Nirmala

Structural and optical characterization of lanthanum tungstate nanoparticles synthesized by chemical precipitation route and their photocatalytic activity	Varghse	Materials (Elsevier)				College, Muvatupuzha
Structural and optical modification of NiWO4 – Formation of NiWO4/SnPc nanocomposite for improved photocatalytic activity	Thomas Varghse	Optical Materials (Elsevier)	2019	15	6	Nirmala College, Muvatupuzha
Microstructural characterization and modified spectral response of cobalt doped NiO nanoparticles	Thomas Varghse	Materials Chemistry and Physics (Elsevier)	2019	15	3	Nirmala College, Muvatupuzha
Effect of calcination on the structural, optical and magnetic properties of BaWO4 nanoparticles synthesized by chemical p	Thomas Varghse	Materials Chemistry and Physics (Elsevier)	2019	15	10	Nirmala College, Muvatupuzha

recipitation					

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	9	42	2	8
Presented papers	Nill	Nill	Nill	Nill
Resource persons	2	30	2	Nill

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Cancer Awareness	Society Kochi, Asianet News	2	120
NDRF Camp, Chennai	NDRF, Nehru Yuva Kendra Sangthan	4	20
Football Coaching Camp for disabled	Nirmala College NSS	4	20
Old Age Home Visit	Nirmala College NSS	4	50
Blood Donation	Indian Medical Association	4	95
Child Welfare Program	NSS, Nirmala college	4	30
Talk on Probation	State Social Justice Department	2	180
Towards River Protection	Kerala River Protection Council, NSS, NCC	5	150
Free Eye Testing	Fathima Eye Care NSS	2	50

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Youth Red Cross	The Best Red Cross Unit in Ernakulam	Indian Red Cross Society	75
NCC	Best NCC	18 Kerala	160

	Unit(Battalion)	Battalion	

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
NDRF camp, Chennai	NDRF, Nehru Yuva Kendra Sangthan	NDRF	4	20
Floorball for differently abled	Nirmala College, NSS	Floorball Coaching Camp for disabled	4	20
Divyarakshalayam	Nirmala College, NSS	Old Age Home Visit	4	50
World Environment Day Celebration	YRC, Nirmala College	Distribution of Saplings	4	95
BALA KUSHAL	NSS, Nirmala college	Child Welfare Program	4	30
Awareness Programme	NCC, YRC, Nirmala College	No Tobacco Campaign	2	50
NADHI	Kerala River Protection Council, NSS, NCC	Towards River Protection	5	150
CRIME FREE INDIA	State Social Justice Department	Talk on Probation	2	180
Awareness Programme	Society Kochi, Asianet News	Cancer awareness Programme	2	120
Anti-drug awareness Campaign	Nirmala College, YRC	Say No to Drugs	4	100

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Student Internship	Sona Kurian and IISER Trivandrum	Indian National Science Academy	60
Student Project	FACT, Udyogamandal, Kochi, Kerala	SELF	60
Student Project	Eastern Treads Ltd, Kochi, Kerala	SELF	60
Student Project	BPCL – Kochi, Kerala	SELF	60

Student Project	The Travancore – Cochin Chemicals Ltd, Kerala	SELF	60

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Research and Internship	Student Project	FACT, Udyo gamandal, Kochi, Kerala	04/04/2019	10/05/2019	Denson Dominic
Research and Internship	Student Project	Eastern Treads Ltd, Kochi, Kerala	04/04/2019	10/05/2019	Adhila Abdulkhader
Research and Internship	Student Project	Rubber Park India (P) Ltd Vala yanchirangar a, Kerala	04/04/2019	10/05/2019	Anjana Sasindran
Research and Internship	Student Project	FACT, Udyo gamandal, Kochi, Kerala	25/04/2019	28/04/2019	Ansu Saji

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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Baselious College, Kottyaam	26/11/2019	Enhancing academic quality and skills of students by the mutual cooperation of faculties from both the departments	30
DCS Robotics Academy, Aluva	19/08/2019	Add-on programme for BSc Physics	36

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
223.6	196.18

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Newly Added
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
KOHA	Partially	4.19	2019
LIBSOFT	Fully	4.2	2004

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	78173	4785822	988	263065	79161	5048887
Journals	81	144616	40	273701	121	418317
CD & Video	668	33400	Nill	Nill	668	33400
Library Automation	2	120000	Nill	Nill	2	120000
Digital Database	2	25370	Nill	Nill	2	25370
Reference Books	1882	1034600	131	329862	2013	1364462
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr.T.M. Jacob	G Suite	Moodle- VLMS	02/08/2019

Dr.T.M. Jacob	STATISTICS - PROBABILITY THEORY	Moodle- VLMS	03/11/2019
Dr.T.M. Jacob	Quantitative Economics	Moodle- VLMS	11/11/2019
Dr.T.M. Jacob	Advanced Multivariate Analysis	Moodle- VLMS	16/07/2019
Titu Thomas	Crack IIT JAM	Moodle- VLMS	07/08/2019
Dr. Shibin Mohanan	Biotechnology and Bioinformatics.	Moodle- VLMS	24/07/2019
Titu Thomas	Energy and environment physics	Moodle- VLMS	26/06/2019
Shaimon Joseph	DEVELOPMENT ECONOMICS	Moodle- VLMS	26/06/2019
Dr. Radhu S	Electrodynamics	Moodle- VLMS	26/06/2019
PRINCE SAMUEL JOSEPH	Print Media and Journalism	Moodle- VLMS	11/12/2019

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	395	5	4	1	0	2	16	100	0
Added	14	0	0	0	0	0	0	0	0
Total	409	5	4	1	0	2	16	100	0

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

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Media Lab	https://nirmalacollege.ac.in/video-lectures-nirmala-e-learning-center/

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
250	217.74	50	39.59

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory,

library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The college has formulated a maintenance policy for IT infrastructure, classrooms, equipment and laboratories in 2015 and revised the same in 2017. Now the college is in the process of formulating a new maintenance policy considering the changes in the teaching learning process due to Covid 19 situation. The policy which was in place in the year 2019-20 is given below. The college has its own system for the implementation of the policy. The system includes Building Committee, Planning Board, Purchase Committee, Campus Development Committee, Campus Ecological Committee and Library Advisory Committee constantly monitors and evaluates the status of the college. Maintenance of Physical Facilities: The physical facilities including Auditorium, A/C Seminar Halls, Smart classrooms, Laboratories, Classrooms and Computers etc. are for the students admitted in the college. The physical facilities are maintained and monitored by Local Manager (Bursar) appointed by Corporate Educational Agency Kothamangalam. A standardized protocol is installed to tackle problems comprising a maintenance register and a team of troubleshooters consisting of electricians, technocrats, and carpenters. Maintenance Classrooms and Laboratories: All classrooms are laid out with adequate infrastructure befitting teaching and learning. Laboratories of Nirmala College are fully functional with all necessary equipment and apparatuses. The college has eight labs with all necessary shielding from hazardous materials and situations. Improved safety is ensured through instant evacuation plots, exhaust ducts, goggles, masks and first aid kits. Concentrated acids and hazardous chemicals are safely kept in lockers. All of them equipped with fire extinguishers and other primary firefighting paraphernalia. All the 7 computer labs (Including e-learning centre and Language lab) are equipped with adequate number of computers. Classrooms with furniture, teaching aids and laboratories are maintained by the respective department staff and attendants and supervised by the respective Head of the Department. The laboratory assistants take care of their respective laboratories. Maintenance of ICT facilities: The college uses TCS (Total Campus Solution) maintained by Meshilogic, Kinfra Techno Industrial Park Kerala. The annual maintenance includes the required software installation and upgradation. The ICT Smart Class Rooms and the related systems are maintained with AMC. Campus WiFi is maintained by service providers like BSNL, Asianet and Keralavision. The college website has maintained regularly by AMC with IPSR Kottayam. Library Maintenance: The library staff is clearly instructed in the care and handling of library documents, particularly during processing, shelving and conveyance of rare books. The library is well maintained in tune with the changing academic needs. It is fully automated using KOHA. All books are marked, classified and advantageously placed on the racks. As a proactive intervention, all books are periodically inspected to find possible damages and binding is carried out if necessary. Maintenance of Sports and Games Facility: The sports equipment, Gymnasium, ground and various courts in the Campus are supervised and maintained by the Head of the Physical Education Department. Sports and games are effectively trained and coordinated under the guidance of the physical Education teachers.

https://nirmalacollege.ac.in/uploads/2020/01/MAINTAINING1.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	AWARDS AND ENDOWMENTS	144	329250

Financial Support from Other Sources			
a) National	Scholarship and Freeship	1351	221500
b)International	Nill	Nill	Nill
View File			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Bridge Course	10/09/2019	232	Liji George, Ph:9846429734 Ms. Arya S Nair, Ph: 9446717734 Fr. Francis Michael, Ph: 9447900957 Fr. Francis Michael, Ph: 9447900957 Dr. George James T, Ph: 9446338502
Career Couselling - Career in Science	12/10/2019	120	Sri. Jijo Chittadi,D22 Kenshu foundation Kottayam 9447183318
Career Couselling	11/12/2019	57	CMA Anil Xavier, ICAI Cochin Chapter
webinar on management education after graduation, opportunities in banking and Govt. Sector (Career Couselling)	01/02/2020	127	Ms Lakshmi Menon, TIME, Cochin
Seminar on Professional Education (Career Couselling)	20/01/2020	113	TIM, Mr Hardy Joseph
Webinar on Digital Marketing: Opportunities (Career Couselling)	16/02/2020	276	Jitto Jose, ILT, Internet Leads Traing. com
Guidance for Competitve Examinations	10/08/2019	160	Ms. Dinna Johnson, Placement Officer
Building Emotional Resilence (Soft Skill Development Programme)	08/09/2019	202	Dr. James Manithottam, Clinincal Psychologist Sri. K.C George, JCI Trainer

Key to Success: Build Confidence and Get Success (Soft Skill Development Programme)	09/08/2019	210	Sri. Eldhose Paulose, Sarath G, Anil Jose, Bipin Babu Training Gurus, Kochi. Ph: 9961665507
Life Skill Development Programme - Power stream (Soft Skill Development Programme)	19/01/2020	32	Sri. Jijo Chittadi,D22 Kenshu foundation Kottayam 9447183318

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	Guidance for competitive examination (Bank Coaching, PSC, NET) through Nirmala Institute of Competitive Studies Career Guidance through Career Guidance and Placement Cell	160	693	62	215

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
4	4	2

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed

INFOSYS BANGLORE	173	15	TCS CHENNAI	6	3
View File					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2020	2	BCA	COMPUTER SCIENCE	FISAT, ANGAMALY	MCA
2020	1	BCA	COMPUTER SCIENCE	"LUMINAR TECHNOLAB, KAKKANAD"	SOFTWARE TESTING
2020	1	BCA	COMPUTER SCIENCE	"M.A COLLEGE KOTH AMANGALAM"	MCA
2020	2	BCA	COMPUTER SCIENCE	"MARIAN COLLEGE, KUTTIKANAM"	MCA
2020	10	BCA	COMPUTER SCIENCE	"NIRMALA COLLEGE, MUV ATTUPUZHA"	MCA
2020	3	BCA	COMPUTER SCIENCE	RIT, KOTTAYAM	MCA
2020	2	BCA	COMPUTER SCIENCE	SNGCE, KADAYIRUPPU	MCA
2020	1	COMMUNICATIVE ENGLISH	COMMUNICATIVE ENGLISH	BHARATHIYAR UNIVERSITY, COIMBATORE	MBA
2020	1	COMMUNICATIVE ENGLISH	COMMUNICATIVE ENGLISH	EFLU, HYDERABAD	M.A JOURNALISM AND MASS COMMUNICATION
2020	2	COMMUNICATIVE ENGLISH	COMMUNICATIVE ENGLISH	FANSHAWE COLLEGE, CANADA	ADVANCED COMMUNICATION FOR PROFESSIONALS
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	42
SET	7
Civil Services	1
CAT	1
Any Other	6

| 5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year |||

Activity	Level	Number of Participants
Cultural	Institutional	1736
Sports	Institutional	636

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	NCC EBSB National Camp	National	Nill	1	KL/18/SDA/144560	Anjo Paul John
2019	Pre Republic Day Camp	National	Nill	1	KL/18/SDA/144559	Nevin Jojo
2019	AKHIL NATRAJAM	National	Nill	1	Nill	Anadhu K Babu
2019	National Accounting Talent Search 2019-20	National	Nill	1	K58673	Aleena Joseph
2019	National Accounting Talent Search 2019-20	National	Nill	1	K58513	Rinzeena Nizar
2019	National Accounting Talent Search 2019-20	National	Nill	1	K58600	Chinju Maria Saibu
2019	National Accounting Talent Search 2019-20	National	Nill	1	K58715	Anitta Jose
2019	National Accounting Talent Search 2019-20	National	Nill	1	K58607	Sonata Tom
2019	National Accounting Talent Search 2019-20	National	Nill	1	K58622	Arya Rajan

2019	National Accounting Talent Search 2019-20	National	Nill	1	K58613	Atheena Sara Reji

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The College Union Executive Committee is elected as per the statutes of Mahatma Gandhi University, Kottayam. The College Union facilitates students to engage themselves effectively in co-curricular and extracurricular activities of the College and provides opportunities for training as good citizens. Functioning of College Union During the academic year, the College Union was elected on 21st August 2019. The union consists of a Chairperson, Vice Chairperson, General Secretary, two University Union Councilors, Arts Club Secretary and Student Editor. All students' related activities are carried out under the leadership of the College Union which is advised and facilitated by the Staff Advisor. All important decisions are taken in the combined meetings of the union executive members, class representatives and association secretaries, which are convened regularly. The student representatives express their views and raise opinions in a democratic spirit. Apart from the college union, the activities of clubs and forums like NSS, NCC, Women's cell, Debate and Oratory club, Quiz Club, Nature club etc. are coordinated by the students along with the faculty coordinators. Activities of College Union Union Undertakes programmes that promotes corporate, social and cultural life of the students and train them in the duties and rights of citizenship Coordinates activities of clubs and forums like invited talks, debates, competitions, exhibitions, food fest for the students Organizes arts festivals to promote and develop the artistic talents of students Conducts sports and games competitions to develop a spirit of sportsmanship among students Organizes celebrations of local and national days to develop a spirit of patriotism among the students. The Union publishes college magazine annually showcasing the literary talents of the students. Academic Administrative bodies/committees A student representative is an integral part of IQAC and his/her views are duly considered in assuring quality enhancement of the institution. The Anti-Ragging Cell has representatives from college union to check ragging and to maintain cooperation among the students. Orientation programmes are organized with the help of student representatives to educate students on 'The Kerala Prohibition of Ragging Act, 1998' Representatives of students are included in the Library Committee. A better service delivery system has been maintained in the library with active involvement of students in this committee. Canteen committee is functioning with student representatives from the union to ensure quality service to the college community. The committee convenes periodical meetings to monitor and evaluate the functioning of canteen in the campus. Nirmala Green Corps is largely a student body constituted with members of College Union, Association Secretaries, Class Representatives and teachers for the effective management of solid waste and to keep campus clean and green.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The Alumni Association of Nirmala College has been functioning for many years as a supportive organ of the college and playing a pivotal role in the pursuit excellence in the field of higher education. The Alumni Association has received official registration under the Travancore Cochin Cultural, Literary,

Scientific and Charitable Societies Act 1955 (EKM/TC/512/2018) on 24th October 2018. The college has illustrious alumni who are spread over different parts of the globe and the Association is playing a pivotal role in keeping them all connected.

5.4.2 – No. of enrolled Alumni:

2765

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

51000

5.4.4 – Meetings/activities organized by Alumni Association :

The Alumni Association of Nirmala College has been functioning for many years as a supportive organ of the college and playing a pivotal role in the pursuit excellence in the field of higher education. The Alumni Association has received official registration under the Travancore Cochin Cultural, Literary, Scientific and Charitable Societies Act 1955 (EKM/TC/512/2018) on 24th October 2018. The college has illustrious alumni who are spread over different parts of the globe and the Association is playing a pivotal role in keeping them all connected. The alumni association convenes its Annual Meet on second Saturday of January every year. This year Alumni Association convened its Mega Alumni Day on 25th January 2020 at Msgr.Thomas Nedukallel Auditorium. The meet was inaugurated by Sri. Dean Kuriakose, M.P, Idukki Lok sabha Constituency. The Golden Jubilee batch (1969) was honoured on this occasion. The presence of life members of the association, former principals, teachers and the alumni from various walks of life made the meeting a grand success. Departmental alumni gatherings are also conducted. An induction ceremony of the outgoing students of final year degree and post graduate courses was also organized as part of the Alumni day. The Executive Committee of Alumni Association met seven times this academic year. The Association has Chapters at Germany, Bahrain, UAE and Ernakulam. 7 Alumni meetings of different batches were conducted this year. During this academic year, four lectures were conducted as part of Alumni Lecture Series.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Under the leadership of a dedicated and supportive management, the college functions through a decentralised and participative system of governance. The leadership of the institution gives a proper sense of direction to the activities of the institution and endeavours to help the youth to grow up as competent, responsible and mature individuals, imbued with qualities of the head and the heart. Practice 1: Streamlining Curriculum Delivery- Department Advisory Committee During this academic year, the IQAC of the college has suggested all departments to formulate departmental advisory committees with Heads of the departments as the chairpersons. A policy document was drafted by the IQAC with the inputs from the Managing Board (Governing Body) and other stakeholders of the college. During the month of June 2019, the committees became functional. The committee consisted of two or three members of the senior faculty in each department depending upon the size of the department. IQAC has entrusted one senior faculty member tio monitor the functioning of various department advisory committees. The main contributions of departmental advisory committees during this year are given below. a. Departments revisited the programme outcomes and course outcomes based on the UGC model curriculum. b. These committees acted as a mechanism to ensure that internal exam question

papers are prepared based on learning outcomes. c. It ensured that the course plan of the teachers consisted of student centric learning methods. d. The committee checked the course files and course plan of teachers. Practice 2: Updation of Learning REsources- Library Advisory Committee The updation of learning resources available in the college was an important goal stated in the strategic plan 2019-22 of the college as part of this initiative, IQAC has chalked out a plan in consultation with the librarian. The history advisory committee was entrusted to implement and monitor the plan of action. The library advisory committee has made significant contributions in the academic year 2019-20. 1. New library blog went live during 2019-20. 2. A new webpage was added to the college website. 3. 988 new books were added. 4. 72 new journals were added. 5. New library software KOHA 4.19 was partially implemented. The college was using Libsoft 4.2 earlier. 6. A technical processing section was added. 7. Introduced DELNET to promote the use of E-REsources among the faculty members. 8. Bar coding of bound volumes of periodicals, CD's and books completed. 9. 131 reference books were added. 10. Braille books were added.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Examination and Evaluation	The college follows standardised procedure prescribed by the University for examination and evaluation. Department level orientation programmes were given to the students on the exam pattern and the importance of Continuous Internal Evaluation (CIE). The internal examination committee plans the examination dates in advance and it is incorporated in the college academic calendar. In order to increase transparency and reduce the student complaints, the CIE process is digitalised. The teachers evaluate the answer scripts of test papers and distribute it to the students in one week along with the comments.
Teaching and Learning	The college reviews its teaching and learning process in a regular manner so as to include the innovative practices in the teaching learning process. In order to inculcate digital skills among teachers, five FDPs were conducted. IQAC has taken measures to ensure that the procedures mentioned in the mentoring policy and remedial policy are properly complied. Hands-on training sessions on Moodle were given to teachers. Teachers are being encouraged to use formative assessment and evaluation methods. During the months of April and May, the college

	subscribed to the Zoom platform for proper curriculum delivery.
Curriculum Development	The faculty members of the college play an important role in the curriculum development of the Mahatma Gandhi University. 12 faculty members are part of both UG and PG Board of Studies. Some of the teachers are chairpersons of BoS. The department advisory committees develop curriculum for certificate courses and value added courses. While designing the same, teachers give due importance to employability and entrepreneurial skills. The college also organised numerous curriculum workshops for teachers in the University. In the B.Voc Logistics Management Programme, the college designed the curriculum based on the UGC guidelines and the same is approved by the University.
Research and Development	The college has a functioning Research Committee which monitors the research activities of the college. The committee submits a plan of action at the beginning of the academic year. This committee monitors the affairs of research students of seven research departments. The coordinator of the research committee keeps the documents of research students. The course work and half yearly presentations of students are being monitored by the committee. The committee also communicates the information regarding research projects to the faculty members. The committee regularly organises research methodology seminars and encourages faculty members to give sessions on research ethics and plagiarism to the students. During this academic year, 9 such seminars/ workshops were conducted. The college has subscribed to a plagiarism software Whitesmoke. On the talent day, teachers who publish in Scopus, Web of Science indexed journals are appreciated. The IPR cell also organised programs on a regular basis.
Library, ICT and Physical Infrastructure / Instrumentation	The thrust was given to the updation of digital infrastructure of the campus during the academic year. The virtual classroom facility was created for facilitating e-learning. The college purchased cloud space for open source software LMS Moodle. More modules were added in the college android

	application CamPulse. 15 LCD projectors and 5 TV's were installed in classrooms. The digital library was upgraded with 14 new computers. 4 new printers and one advanced document scanner were also bought. New library blog went live during 2019-20. A new webpage for the library was added to the college website. 988 new books, 131 reference books, Braille books and 72 new journals were added. New library software KOHA 4.19 was partially implemented. Introduced DELNET to promote the use of E-REsources among the faculty members.Bar coding of bound volumes of periodicals, CD's and books completed. The college started using fibre optic cables for wifi. With regard to physical facilities, foundation stone for Diamond Jubilee Block Phase II was laid on 12th December 2019.
Human Resource Management	The college follows decentralised and participative modes of functioning. Therefore, IQAC plays a very important role in ensuring internal quality at various levels. The faculty recruitment is done as per the norms of UGC, State Government and MG University. The IQAC organised an induction programme to the newly appointed teachers. All teachers are being encouraged to attend professional development programs and FDp's expand their knowledge. During 2019-20, 22 teachers have attended orientation/ refresher courses organised by HRDCs. Teachers also attended inline refresher programs during the year. In this academic year, IQAC has organised 11 FDPs to enhance the competency and other required skills. A proper performance appraisal system in place at Department, Principal and Management level. Apart from the internal and external academic audit, the Academic Review Committee evaluates and gives suggestions to the staff based on the PBAS submitted to the IQAC.
Industry Interaction / Collaboration	Industrial interactions, internships and collaborations are part of the curriculum delivery policy envisaged by the IQAC. HODs ensure that the students have properly completed internships and field trips as suggested in the curriculum. During this year 853 students completed internships and

	field trips. Teachers encourage students to do internships even if it is not part of the curriculum. Industry interactions are regularly convened under the guidance of IIC and ED Club. Department associations also organise regular meetings with industry people. College also invites people from alumni who have industrial exposure. The college signed 3 MOUs during this year.
Admission of Students	The admission committee prepares a prospectus to disseminate information regarding programme structure and academic facilities available on the campus. A faculty member is entrusted to look after the admission process. The college admits students through an online centralized admission process (CAP). Due weightage is given for Divyagjan, SC/ST/OEC/OBC students. The college also admits students who excel in Sports and Cultural activities.The members in the admission committee always help the students to familiarise the institution. There are multiple checks to ensure that the admission process happens in a smooth manner without errors and grievances.

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

E-governace area	Details
Planning and Development	Faculty profile, work allotment, individual time table, hours engaged report, teacher performance record, preparation and execution of daily teaching plan and semester wise plan, categorised nominal roll of the students, paper wise attendance entry, internal mark entry and consolidation.
Administration	Online admission and profiling of applicants, Students attendance verification, Fee chart setting and online receipt of fees, TC register, Leave management module for online leave request by students and faculty and approval by the head of the institution, list of scholarships and application forms, and Academic calendar. Student wise daily and monthly reports, attendance percentage for a given period, attendance shortage list, list of unmarked hours, Internal exam marks/ grades, progress reports.
Finance and Accounts	Fee Collection, Receipt Generation, Finance and accounts

Student Admission and Support	Student details entry at the time of admission, Parent master along with student details entry, Student roll number generation, generate/ entry identification number like university register number based on admission number, View/ change status of students, and Identity card generation. Online admission and profiling of applicants, Students attendance verification, Fee chart setting and online receipt of fees, TC register, Leave management module. Student Management Portal: Academic calendar, Student attendance entry, Duty leave entry for students involved in official activities, Internal Marks entry and verification, Consolidated paper wise attendance, Time Table, and Online teacher evaluation by students.
Examination	Examination schedule,Seat allotment list,online hall ticket, Examination attendance entry, Private candidates list and seating arrangement in external examination.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Project Guidance - A Practical Approach	Nill	17/08/2019	17/08/2019	55	Nill
2019	One day State level Workshop on Applied	Nill	04/09/2019	04/09/2019	33	Nill

	learning of Accounting Standards					
2019	Teaching SPSS at Undergraduate level	Nill	27/11/2019	27/11/2019	42	Nill
2020	One day National online workshop on Publishing in Scopus indexed and UGC Care List Journals	Nill	30/05/2020	30/05/2020	86	Nill
2019	Global Assessment Practices	Nill	25/10/2019	25/10/2019	21	Nill
2019	Programme Outcome Assessment in OBE	Nill	26/10/2019	26/10/2019	32	Nill
2019	Towards Successful Accreditation and Assessment	Nill	29/10/2019	29/10/2019	83	Nill
2019	E-Skills Development for Effective Teaching	Nill	02/11/2019	02/11/2019	32	Nill
2019	Research Ethics and Plagiarism	Nill	05/11/2019	05/11/2019	101	Nill
2019	Quality Initiatives in Higher Education	Nill	16/12/2019	16/12/2019	20	Nill
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration

UGC Sponsored Refresher Course in Life Science	1	18/10/2019	30/10/2019	14
FDP- Online Hands-On Workshop On Effective Teaching Techniques2	2	27/04/2020	04/05/2020	7
Refresher Course-English	1	06/08/2019	20/08/2019	14
FDP-Managing Online Classes	1	20/04/2020	06/05/2020	14
FDP-How can Teachers Make Difference?	1	26/05/2020	30/05/2020	5
UGC Sponsored Refresher Course	1	12/11/2019	25/11/2019	14
FDP ON NEXT GENERATION INTELLIGENCE	1	20/05/2020	25/05/2020	5
Malayalam Language and Literature	3	07/12/2019	20/12/2019	14

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	25	1	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
•Interest Free Loans are made available on request to Teaching •Financial support is provided for construction of houses and to meet medical expenses • Preference is given to children of teaching and nonteaching staff for admission to various courses • Jobs on compassionate grounds are given to family members of the nonteaching staff • Free medical checkup is available in the campus •	• Jobs on compassionate grounds are given to family members of the nonteaching staff • Interest Free Loans are made available on request to Non Teaching • Free uniform for supporting Staff • Free WiFi • Support is provided to children of nonteaching staff who are economically challenged • Jobs on compassionate grounds are given to family members of the nonteaching staff • Free	• Free WiFi • Digital Theatre • Special rooms and facilities for differently abled in campus and Library (Wheel Chair, Ramps in all buildings • Gymnasium • Separate Parking Facilities for Boys/girls vehicles • Gents Toilet Complex • Student Mobile App • Smart Classes (7 Nos) • Pedestrian friendly roads • 10 park benches • Moodle and google class rooms • Idea Lab • Business Incubation

Management Faculty are designated as Assistant Professors and follows the UGC norms as their Promotion Criteria • Incentives for research publication by Management staff • Free WiFi facility on campus and email addresses using the domain name of the institution are provided to the staff members • Free rooms for staff in the College Guest house • Maternity Leave • Paternity Leave • GIS • GAINPF • National Pension Scheme • Two ATMS • Canteen facility in a subsidized rate • Discussion Rooms, Staff cooperative society for loan and investment	accommodation for security staff, PF, Staff cooperative society for loan and investment	Centre • Plagiarism Checker Software for Students and research(White Smoke) • Digital Theatre

6.4 – Financial Management and Resource Mobilization

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

The college conducts annual audit by Chartered Accountant. The Govt. of Kerala conducts audits into every financial matters through Deputy Directorate of Education, Ernakulam. College regularly audits UGC funds for BVoc, DBT Star College and FIST.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Reliance Foundation	375000	Sports
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6.4.3 – Total corpus fund generated

3434233

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Prof. Simon Thattil, University of Kerala	Yes	Corporate Educational Agency Kothamangalam
Administrative	Yes	Prof. Simon Thattil, University of Kerala	Yes	Corporate Educational Agency Kothamangalam

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

1. Faculty Development Programmes on Digital Skills 2. Purchase of ICT tools and resources 3. Construction of Building

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

1. Training session on SPARK 2. Training Session on CAP (Centralised Admission Process) 3. Training session on KOHA implementation 4. Training session on documentation 5. Awareness programme on Green Corps

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

1. Introduction of Moodle LMS (Purchase of Cloud Space) 2. Swachhta Campus Ranking team visited our campus on 31 August 2019 3. Submission of SSR for NAAC reassessment on 26 February 2020 4. Foundation stone for Diamond Jubilee Blok Phase II laid on 12 December 2019 5. A Bust of Mahatma Gandhi was unveiled on 04 February 2020 6. Virtual Classroom for facilitating E-learning, MOOC resource creation 7. Website created for Science Society 8. In order to inculcate national values, Gandhi Darsaniksthal was created in the lounge of the library 9. Renovation of college main library 10. College campus was made divyanjan friendly by improving facilities for physically challenged 11. Revamped website for college 12. Ek Bharat Sreshta Bharat club has been established 13. . Implemented green protocol in the campus 14. Participated in the Student Solar Ambassador programme pf MHRD and IIT Mumbai 15. Mentoring programme Gyan Darshan was introduced 16. Vijnana Sameeksha, a platform for faculty deliberations and discourses

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2020	One day National Online Workshop on Publishing in Scopus indexed and UGC Care List Journals	14/01/2020	30/05/2020	30/05/2020	86
2019	FDP on Towards Successful Accreditation and Assessment	08/10/2019	29/10/2019	29/10/2019	83
2019	FDP on E-Skills Development	08/10/2019	02/11/2019	02/11/2019	32

2019	FDP on Global Assessment Practices	08/10/2019	25/10/2019	25/10/2019	21
2019	FDP on Programme Outcome Assessment in OBE	08/10/2019	26/10/2019	26/10/2019	142
2019	FDP on Research Ethics and Plagiarism	08/10/2019	05/11/2019	05/11/2019	101
2019	NAAC Sponsored National Seminar on Integration of Technology in Teaching, Learning and Evaluation	11/06/2019	30/09/2019	30/09/2019	190
2019	State Level Curriculum Workshop -Project Guidance - A Practical Approach	11/06/2019	17/07/2019	17/07/2019	55
2019	University Level Curriculum Workshop -Teaching SPSS at Undergraduate Level	08/10/2019	27/11/2019	27/11/2019	42
2019	University Level Curriculum Workshop - Applied Learning of Accounting Standards	06/08/2019	04/09/2019	04/09/2019	33
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Debate Competition on Bharatheeya Sthrre Surakshithayo ?	25/02/2020	25/02/2020	8	6
Training on Mushroom Cultivation to enlighten women	04/12/2019	04/12/2019	16	8
Training on Apiculture for women	19/02/2020	19/02/2020	31	5
Womens Day Celebration-Inter departmental Quiz on Female Achievers of Globe	05/03/2020	05/03/2020	30	18
Debate competition on "Gender equality in our society"	24/03/2020	24/03/2020	20	6
Lecture by Sr. Jovita on "Celebrating Womanhood"	09/03/2020	09/03/2020	700	Nill
Gender sensitization programme by Smt.USHA S Sub inspector ,Kerala Police	06/11/2019	06/11/2019	300	200
Self Defence Training by Team of Kerala Police	06/11/2019	06/11/2019	300	Nill
Interdepartmental poster competition on " Gender Equality "	06/03/2020	06/03/2020	15	4
A talk by Mr. Aby Thomas on 'Sthree Suraksha'	25/02/2020	25/02/2020	18	12
Lecture on	13/02/2020	13/02/2020	24	17

"Women in the time of Democratic Recession" by Ms. Nisha Purushothaman, Manorama News	

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
19.76

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	19
Ramp/Rails	Yes	19
Braille Software/facilities	Yes	19
Rest Rooms	Yes	19
Scribes for examination	Yes	19
Special skill development for differently abled students	Yes	19
Any other similar facility	Yes	19

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	Nill	06/12/2019	1	Mazhavil Manorama Studio Visit	Department of English has tie ups with head office situated in Ernakulam district	60
2019	1	Nill	28/11/2019	1	IELTS Coaching for Students by faculty	Enhance Communication Skills in English	63

					members of nearby IELTS Coaching Centers and Educational Institutions		
2019	1	Nill	02/09/2019	1	ZEE TV Studio Visit	To gain a deep understanding on the various phases of broadcasting	30
2019	Nill	1	20/03/2020	1	covidchainbreaker.com website for collecting data about Covid patients	To track the Covid patients in Muvattupuzha Taluk	5
2019	1	Nill	15/12/2019	1	Visit to Mathrubhumi News press	Department of Hindi has tie ups with regional office situated in Ernakulam district	31
2019	1	Nill	30/11/2019	1	Industrial Visit to Central Products Dairy, Alappuzha	To understand the forward linkage opportunities for diary farmers in our locality	59
2019	1	Nill	11/11/2019	1	Industrial Visit to Harrison Malayalam Ltd., Munnar	To understand the problems faced by plantation	19

2019	1	Nill	29/02/2020	1	Industrial Visit to Alappuzha coir factory	To understand the problems faced by traditional industries	156
2019	1	Nill	29/02/2020	1	Industrial Visit to Munnar Tea Museum Museum	Munnar being the nearest tourist station, students got knowledge on the functioning of Tea Factory	156
2019	1	Nill	22/11/2019	1	Visit to Vikram Sarabhai Space Centre (VSSC), Thumba,	The only place in Kerala for the students to learn about ISRO and its functioning.	60

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
CODE OF CONDUCT FOR PRINCIPAL	17/06/2019	• Principal behaves in such a manner that earn respect by upholding integrity, dignity, decorum and efficiency at all levels. • Maintain tolerance while dealing with burning issues among students and subordinates. • Do not discriminate the faculty members and students on grounds of gender, colour, and creed.
CODE OF CONDUCT FOR TEACHERS	17/06/2019	• Teachers should refrain from engaging in external jobs that hamper your teaching. • Involve in research activities •

		Keep your subject knowledge up to date • Treat your colleagues as professional equals, regardless of their status. • Teachers should demonstrate to students their commitment for excellence in work, manners and achievement.• Teachers should uphold human dignity and promote equality of gender, religion and ethnicity
CODE OF CONDUCT FOR STUDENTS	17/06/2019	• When a student meets a member of the teaching staff of the college within the campus or outside, it is a matter of politeness that he/she should greet him/her. • Students who happen to have no class should not loiter in the corridors or campus during class hours. They must either go to the Library and read or retire to their hostels. • Habitual negligence in college work, dishonesty, obscenity in word or act or any other acts of misconduct will invite severe disciplinary action.
CODE OF CONDUCT FOR ADMINISTRATIVE STAFFS	17/06/2019	• The behavior of administrative staffs should be polite and gentle towards students, teachers and public.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Mar.Mathew Palamattom Memorial Lecture by T D Ramakrishnan on Contemporary Deliberations on Literature and Society	24/01/2020	24/01/2020	130
Mar.Thomas Nedumkallel memorial Lecture by G Sankar on	15/01/2020	15/01/2020	164

Architectural Vision and Environmental Considerations in Social Perspective			
Vallamattom Memorial Lecture by Dr Ethiravan Kathiravan on Budhi- Enthu, Evide, Engane?	06/01/2019	06/01/2019	140
Mar.Mathew Pothanamuzhy Memorial Lecture by Justice Kurian Joseph on Indian Constitution and Secularism	23/09/2019	23/09/2019	80

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

1) SWACHHTHA RANKING VISIT 2) ESTABLISHMENT OF GREEN PROTOCOL IN COLLEGE 3) FORMATION OF NIRMALA GREEN CORPS 4) PLASTIC SHREDDING UNIT 5) MAINTAINING A BUTTERFLY GARDEN 6) REGULAR GREEN AUDIT. 7) USE OF CLOTH BANNER AND PAPER CRAFTS FOR ASSOCIATION INAUGURATIONS. 8) USE OF BIO DEGRADABLE MATERIALS IN ALL POSSIBLE WAY.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice I – STUDENT ACTIVE LEARNING ANDRAGOGY 1. Aims and Objectives a. To motivate the faculty to adopt learner centric approaches. b. To bring ICT based teaching, learning and evaluation tools for integrated learning. c. To include more experiential, collaborative, participative and problem solving learning strategies in the curriculum transaction. d. To promote blended learning among student community. 2. The Context In tune with one of its core values "Pursuit of Excellence" Nirmala college has the culture of adopting the academic reforms in higher education envisaged by the University Grants Commission (UGC) in a timely manner. In various reports published during 2016-19, the UGC has stressed the importance of shifting from 'teacher-teaching' approach to 'learner-learning' approach. In learner centred andragogy, students are independent and they are responsible for achieving the learning outcomes suggested in the curriculum. The teachers have to facilitate the process and mentor the students to face the problems encountered during the process. In the learner based system, the teachers have the responsibility of equipping the students to meet the competing demands for accountability and innovation. 3. The Practice The Management, the College Council and the IQAC have taken several conscious steps to materialize the above transition process. During IQAC-Department Interface meetings, the discussions were made on the student centric methods that can be adopted during the academic year and modified version of earlier practices. The institution adheres to the following practices to create a learning environment that keeps the students at the centre of learning. a. Malayalam and Hindi departments often organize Theme Based Quizzes related to various themes. b. Resonance, a campus newspaper is designed and published by the students of communicative English department. c. Making of short films as part of education enhances students' interest in and knowledge about the motion picture development and production process. d.

Nirmala Darshan, the campus TV venture keeps on giving a hands-on experience on televising and processing of visuals along with soft skills for giving a lively screen presence. e. Press Visits is one of the key parts of the curriculum in language programmes. The Campus Radio Station helps to build an inclusive atmosphere in the campus. Theatre Workshops and Heritage and Folklore Exhibitions are part of the learning process. f. Science departments give training in vocational subjects like organic farming, Apiculture, gardening and terrarium making, bonsai preparation etc enhance the learning experience of students. g. Departments of Botany, Zoology and Chemistry take up case studies related to environment, agriculture etc. h. The college encourages and provides opportunities for students to attend on the job training at institutes like Central Marine Fisheries Research Institute, Cochin TIES, Kottayam, etc. i. Under Cooperative Learning system, the students are split into small groups and are encouraged to teach other students in a particular subject area with the belief that "to teach is to learn twice". j. Students presentations are part of the learning process. Demonstration of experiments, industrial visits, Spytis projects, etc provide activity cantered learning atmosphere to the students. k. Dissertation work taken up by the students are usually related to real world problems or basic science concepts. Industrial visits and field trips have become part of the curriculum delivery. l. Faculty members use case study method and real world situations while delivering their courses. m. The students at UG level are required to do group projects on a suitable topic related to commerce and management. PG students are required to present their UG project work when they enter into the first semester. n. Group discussions, debates and quizzes are conducted on a regular mode under the supervision of faculty members. Online Quiz platforms like Kahoot and college education app CamPulse are extensively used. o. The students are motivated to do video lectures on commerce related issues. p. The Financial Literacy Cell helps the students to start bank accounts. As part of Digital India campaign, students popularized various digital payment apps in collaboration with public sector banks. Hands on training is given to students on various aspects of project report preparation. 4. Evidence of Success a. The college bagged 24 university ranks in UG University examinations and 18 university positions in PG University examinations. b. The students also secured 72 A grades and 154 A grades in the UG University examinations. c. In majority of the programmes, the pass percentage is above 90 and some departments secured 100 pass percentage. d. 144 students got placements and 38 students qualified competitive examinations. 5. Problems Encountered a. Incompatible assessment methods and curriculum. b. Resistance to change c. Inadequate teacher training Best Practice II – NIRMALA SOCIAL CONNECT 1. Aims and Objectives a. To bridge the gap between theory and practice through continuous community engagement. b. To deepen the interactions between the college and local communities to identify the real life problems. c. To catalyse new initiatives of community engagement to help the local community. d. To gain understanding of social realities and find out solutions. e. To appreciate local knowledge and wisdom. f. To help the needy people during natural disasters 2. The Context During the previous assessment period, Nirmala college has organised so many activities and taken initiatives under its flagship programme "Nirmala Hastham" in tune with the initiatives taken by the Ministry of Human Resource Development on "Fostering Social Responsibility in Higher Education Institutions" in 2012. In February 2019, the UGC has brought another policy document as a continuation to the earlier policy titled "Fostering Social Responsibility and Community Engagement in Higher Education Institutions in India". The purpose of the document is to bring curricular reforms to include community engagement initiatives in the course structure of programmes offered by the higher education institutions in India. Though Nirmala College is an affiliated college and cannot design its own curriculum, in continuation of its long standing commitment on community engagement, the college has made serious efforts to improve the social

connectedness of our students and faculty members through various initiatives.
3. The Practice Evidence of Success All the students are encouraged to participate in the extension activities organized by the cells, clubs and departments in the college. The activities of the cells and clubs focus on the concept of campus community partnership, engaging the students with the realities in the society and creating a mind-set to extend a helping hand to those in need. The activities done by the college as part of 'Nirmala Social Connect' are given below. i. The students of the college developed a website 'https:/covidchainbreaker.com to help the Taluk Hospital, Muvattupuzha. ii. The Vigilance awareness week was observed in the month of November 2019. iii. 200 trees were planted as part of the Haritha Keralam Mission. iv. The college organised a programme titled 'Nadhi' towards river protection on 05.10.2019. v. A child welfare programme 'Bal Kushal' for children in tribal villages was organised on 16.11.2019. vi. Two blood donation camps were organised with the help of HDFC Bank. vii. In association with Haritha Kerala Mission, Clean Campus, Green Campus initiative was undertaken. viii. In association with State Social Justice Department, 'Crime Free India' programme was conducted. ix. Sanitizers were distributed to the people in the locality on 20.03.2020. x. In association with Fatima Eye Hospital, Eye Camp was conducted with the motto of 'Clear Vision for All' on 29.09.2019. xi. Swachh Bharat Rally was conducted on 24.09.2019. No vehicle day was observed on 23.09.2019. xii. The internal green audit was done on 27.09.2019. xiii. Two-week cleanliness mission was done in association with Central Youth Sports Authority during August 1 to August 15. xiv. The college organised a seminar on Health Hygene on 02.10.2019. xv. Swachh Bharat Lecture Series programme conducted on 29.09.2019 in association with South Indian Bank. xvi. Eco-friendly bottle garden was made on 09.12.2012. xvii. The college organised many solar bulb making workshops. xviii. The college organised awareness programme on Malaria Day (29.09.2019) xix. Organised Mushroom Gardening Workshop on 04.12.2019. xx. A massive flood relief campaign was initiated from the college. xxi. The college made a relief camp which helped 188 families and 591 individuals. xxii. The college acted as supply centre for groceries to the relief camps. xxiii. The college organised National Floorball for Differently Abled during the year. xxiv. A cancer awareness programme was organised on 08.11.2019. xxv. A soap making workshop was organised on 09.12.2019. xxvi. A book fair was organised on the theme Gandhi Philosophy during 26.02.2010 – 28.02.2019. 200 books related to Gandhian Philosophy were displayed. xxvii. Cloth Bag making workshop was done on 16.01.2020. 4. Problems Encountered i. Lack of time and no credits for students. ii. More number of teachers are required to monitor the activities. iii. Financial constraints

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

https://nirmalacollege.ac.in/uploads/2021/08/Best-Practices-2019-20.pdf

7.3 – Institutional Distinctiveness

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

INSTITUTIONAL DISTINCTIVENESS 2019-20 NIRMALA LEARNING HUB: A Capacity Building Initiative Nirmala College was established in 1953 and it has now become one of the premier educational institutions in India. The college is known for its high academic standards and the students bag university ranks on a continuous basis. In tune with its vision statement 'Academic Excellence with Integrity of Character', the college imparts value based education for the last 67 years. Nirmala Learning Hub is an initiative for capacity building envisaged by the IQAC of the college to provide academic exposure and develop 21st century skills among faculty members and students of the college and the academic

fraternity outside the college as well. The initiative was started with the following objectives. • To function as an academic extension wing of the college. • To act as a teaching learning centre for the neighbouring colleges. • To equip both the in-house and outside faculty members as per the requirements of curricular reforms. • To provide academic support to the teachers across the state when new curriculum is introduced. • To collaborate with reputed institutions for skill development of students and organize student development programmes. The activities done as part of this initiative during this academic year are mentioned below. 1. Academic Extension through Curriculum Workshops The college organised three curriculum workshops for newly introduced courses for teachers in the university. On 17.08.2019 the college organised a state level workshop for teachers on 'Project Guidance – A Practical Approach'. 55 teachers from other colleges participated in the event. On 04.09.2019 the college organised one-day state level curriculum workshop on 'Applied Learning of Accounting Standards' in collaboration with Institute of Chartered Accountants of India, Ernakulam Chapter. 33 teachers from other teachers who teach 'Specialised Accounting' in Master of Commerce Programme Participated in the programme. On 27.11.2019, the college organised another workshop on 'Teaching SPSS at Undergraduate Level'. 42 faculty members from other colleges attended the programme. 2. Student Development Initiatives The college organised 'One Day Workshop on GST' for students as it is being introduced in the new curriculum. In the programme, hands on training were given to the students. Training session were given to the students on 'Digital Banking' in collaboration with state Bank of India. The college organised a 'Theatre Workshop' during 23.08.2020 -24.08.2020 to impart acting skills among students. 25 students benefited from the programme. 3. Skill Based Certificate Courses During this academic year, seven new certificate courses are added to promote the employability and entrepreneurial skills to the students community. It includes introduction to SAS, foundation programme on Banking and Finance, Robotics and Artificial Intelligence, News Paper Designing, etc. 4. Digital Skills for Teachers During this academic year five faculty development programme were organised by the college solely focusing on improving the digital skills of the teaching community. It includes the NAAC Sponsored National Seminar on 'Integration of Technology in Teaching, Learning and Evaluation Processes' during 30.09.2019 to 01.10.2019.

Provide the weblink of the institution
https://nirmalacollege.ac.in/uploads/2021/08/Institutional-Distintiveness-19-20.pdf

8.Future Plans of Actions for Next Academic Year

1. Conversion of Classrooms to Smart Classrooms 2. Creation of Digital Knowledge 3. Student Enrollment in Certificate Courses offered in International Platforms 4. Collaborations with International Organisations to foster global competency among students 5. Gents Hostel Renovation 6. New Academic Block under RUSA Grant 7. Introduction of new aided programmes 8. More programmes under NSQF 9. More programmes of Financial Literacy Cell 10. More modules in CamPulse Application