YEARLY STATUS REPORT - 2021-2022

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 its own campus?	Yes
• Phone no./Alternate phone no.	04852836300
• Mobile no	8921967170
• Registered e-mail	nirmalacollege@gmail.com
• Alternate e-mail	kvt@nirmalacollege.ac.in
• Address	Kizhakkekara , Muvattupuzha
• City/Town	Ernakulam
• State/UT	Kerala
• Pin Code	686661
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural
• Financial Status	Grants-in aid

• Name of the Affiliating University	**Mahatma Gandhi University, Kottayam, Kerala**
• Name of the IQAC Coordinator	**Dr. Sony Kuriakose**
• Phone No.	**04852832361**
• Alternate phone No.	**8113980672**
• Mobile	**8113980672**
• IQAC e-mail address	**iqac@nirmalacollege.ac.in**
• Alternate Email address	**sony@nirmalacollege.ac.in**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://nirmalacollege.ac.in/uploads/2023/09/AQAR-2020-21-1.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://nirmalacollege.ac.in/uploads/2023/07/Handbook-21-22.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	**B++**	**2.7**	**2007**	**08/02/2007**	**31/03/2012**
Cycle 3	**B**	**2.85**	**2013**	**01/04/2012**	**22/03/2018**
Cycle 4	**B++**	**2.76**	**2018**	**30/11/2018**	**29/11/2023**
Cycle 4	**A++**	**3.73**	**2021 (Reassessment)**	**08/04/2021**	**07/04/2026**
Cycle 1	**Three Star**	**75**	**1999**	**25/09/1999**	**07/02/2007**

6.Date of Establishment of IQAC	**03/03/2004**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Faculty	**DST**	**DST-SERB**	**2021**	**3237720**

8.Whether composition of IQAC as per latest	**Yes**

NAAC guidelines		
• Upload latest notification of formation of IQAC		
9.No. of IQAC meetings held during the year	3	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

1. Autonomy application in duly prescribed format has been prepared and submitted. 2. Faculty empowerment as per NEP requirement - 4 FDPs organised and faculty members attended 180 FDPs in total. 3. 12 MoUs have been signed to improve the global competency of students. 4. Applied for Study India Programme. 5. Compliance - AQAR, AISHE, NIRF, ARIA, KSHES submitted.

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

Plan of Action	Achievements/Outcomes
Apply for the conferment of autonomy status	Application in duly prescribed format has been prepared and submitted.
Faculty empowerment as per NEP requirement	a. Refresher course on Research Methodology in collaboration with Ramanujan College, University of Delhi b. International PDP of Gamification c. FDP on

	Performance Appraisal
Promotion of research	a. Organised Nirmala 2030: Research Perspective b. Four teachers have applied for research grant. Dr. Jijo V J got a financial grant from DST amounting Rs. 32,37,720. c. The college has produced 11 PhDs during 2021-22.
Focus on interdisciplinary studies	Organised three programmes in connection with interdisciplinary themes including seminar, expert talk and symposium.
Professional and academic development of students	a. Established NIPM student chapter b. 11 students received the Chief Ministers Prathibha Award of Rs. 1,00,000 each.
Increase the National Visibility of the college	Organised five international seminars/conferences
Improve the research culture of the college	a. Instituted Dr. James Mathew Endowment Research Paper Award b. 6 students presented their research findings in national seminars
Student competency enhancement	12 MoUS signed during this year for student competency enhancement.
AISHE 2020-21 submission	Submitted on 31.03.2021
NIRF participation	The college is ranked in the band 101-150.
AQAR 2019-20 submission	Submitted AQAR 2019-20 on 30.08.2021
Staff welfare initiatives	The new fitness and recreation centre was inagurated
Important day observance	Prgarammes/competitions/events organized as part of the 10 nationally important/discipline specific days

13.Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
Managing Board/Managing Council	01/12/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022	15/02/2023

15.Multidisciplinary / interdisciplinary

NEP 2020 has envisaged a holistic and multi-disciplinary education system. The fundamental way to accomplish such a system is bringing an innovative and flexible curriculum that integrates multiple disciplines. This will help students to use the concepts and practical learnings in different disciplinary to understand /solve a given situation/ problem. At institutional level, Nirmala college has promoted multi disciplinarily approach in the following ways.

General

Proper implementation of open courses of all disciplines under CBCS system. The college offers 13 open courses ranging from film studies to chemistry in everyday life. 2. The B.Voc logistics programme offered by the college combines various disciplines like commerce, management, mathematics etc. 3. Compulsory course in Human Rights and Environment is offered in the fifth semester of undergraduate programmes. 4. Cliodynamics- Majority of the social science and commerce related programme have either mathematics / statistics course that help the students to forecast future trends. 5. Applied Psychology is embedded in courses like personal investment and behavioral finance and literature related courses.

Specific

A. The IQAC of the college organised an inter-disciplinary research symposium on the theme 'Nirmala 2030: Research Perspective' on 26.10.2021. The discussion themes include SWOC of departments, strategies for fund mobilisation, etc.

B. The Postgraduate and Research Department of English and Literature Club jointly organised a literary workshop on 14.12.2021. Sri. Kalpatta Narayanan inaugurated the workshop.

C. The college also organised an expert talk on "Inter-disciplinary studies and knowledge production" on 23.11.2021. Dr. Aju K Narayanan, School of Letters, MG University, Kottayam was the resource person.

16. Academic bank of credits (ABC):

The college is affiliated to the Mahatma Gandhi University, Kottayam, Kerala. The University has not make necessary statutory changes to adopt ABC. However, the institutional processes for the proper implementation of ABC have been created. Some of the efforts of the college in this regard are given below;

1. The College is an authorized NPTEL local chapter. The students are encouraged to register in NPTEL courses.

3. IQAC has created on outline depository of free ICT tools that can be used for teaching and learning.

4. The college has provided an institutional mechanism for students to enrol in online courses.

17. Skill development:

General

1. The college offers a B.Voc Programme in Logistics Management under National Skill Qualification Framework (NSQF)

2. The college offers skill development programme in association with Additional Skill Acquisition Programme (ASAP).

3. Four financial literacy Skill enhancement programmes have been initiated by the Financial Literacy Cell of the college.

4. The IIC of the college has organized programmes to promote innovation and idea generation skills.

Specific

During this year, the college has organised 38 skill development

programmes. The other initiatives are given below.

1. The college has signed an MoU with AVODHA Edutech Private Limited, Cochin on 12-01-2022.The purpose of this MoU is to promote skill training and employability among the students.
2. The department of Economics gas given and opportunity for selected students of BA final year for doing internship at CUSAT.
3. The college signed an MOU with Talentus Institute for Transformation, Kidangoor, Kottayam for 3 years for providing various Skill Development Programmes for the students of MHRM.
4. Nirmala College has signed an MoU with National Institute of Personnel Management, (NIPM).
5. Department of Zoology has actively participated and received "Manav" certificate the Human Atlas project, a collaboration between IISER Pune, Persistent Systems, and the National Centre for Cell Science, Funded by the Department of Biotechnology.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

1. The college offers two under graduate programmes (BA Hindi and BA Malayalam) and two Postgraduate programmes (MA Hindi and MA Malayalam). Courses related Sanskrit are included in these programmes.

2. The college has a folklore museum maintained by the department of Malayalam.

3. International Yoga day is celebrated and the college offers a value added course in Yoga.

4. The department of Hindi organised a Cartoon competition as part of the R K Laxman Centenary celebrations.

5. Invited talk on 'Official language Hindi and career options' on 25.09.2021.

6. Invited talk on Samkaleen Hindi Kavita on 12.09.2021.

7. Online quiz on 141st Premchand Jayanthi on 29.06.2021.

8. Webinar and Demo session on ' Yoga for Everyone' on 21.06.2021.

9. Deseeya Seminar: Folklore Sannivesam Kalayilum 24/2/22-25/2/22.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):	

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 has well-structured Outcome Based Education (OBE) processes for the effective implementation and delivery of the curriculum to make the students socially committed, employable, innovative and research oriented. POs, PSOs and COs were communicated to the students during the Five Day UG Induction Programme held during September 28, 2021 –October 10, 2021 and Five Day PG Induction Programme held during 03.11.2021-07.11.2021. Further, Department wise Outcome Based Handbooks were made available for students in their LMS platform. Learning outcomes of all programmes are available in the college website as well. The course plan of 2021-22 was linked to outcomes of courses.

20.Distance education/online education:

The college has a customized Moodle platform and it is used by faculty members to share learning resource and CIA purposes. The college has an IGNOU Study center. The study centre offers 14 programmes including 5 PG programmes. The college has an NPTEL chapter. The students also do online courses through Coursera and Edx platforms.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**706**

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	**3205**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2	**353**
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	**1054**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	**137**
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	**137**
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	**102**
Total number of Classrooms and Seminar halls	

4.2	**580.59**
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	**395**
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Curriculum Delivery Planning & Documentation at College Level

The process of curriculum planning and documentation at the college level is given below.

- **Curriculum delivery policy is strictly adhered to achieve the learning outcomes.**
- **Annual Academic Strategic Planning meeting is convened to prepare the department academic plans and plans of cells and clubs.**
- **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 college conducts Five- day Two-tier Induction Programme for both UG and PG students.**

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**
- **HoDs monitor the course completion at regular intervals.**
- **Feedbacks about curriculum delivery are taken at regular intervals.**

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://nirmalacollege.ac.in/uploads/2023/07/Handbook-21-22.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

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 such a way as to facilitate the conduct of examinations.

1. 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.

2. The proposed schedule of internal examinations suggested by the Internal Examination Committee and ratified by the Staff Council.

3. A time line is suggested in the Academic Calendar to complete the syllabus and the schedule of the internal examinations is kept accordingly.

4. 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.

5. Teachers prepare course plans at the beginning of the semester itself and dates of examinations are included in the course plan.

6. Teachers Performance Record is an important document to be submitted to the principal by every faculty member in which an evaluation is done regarding the completion of syllabus and conduct of internal examinations.

7. Co-curricular and Extra Curricular Activities are included in the Academic Calendar in such a way that CIE process is not disrupted.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://nirmalacollege.ac.in/uploads/2023/07/Handbook-21-22.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating B. Any 3 of the above

University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

38

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

11

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

365

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The institution integrates cross-cutting issues relevant to Gender, Environment, Sustainability, Human Values and Professional Ethics into the curriculum in four different ways.

1. As suggested by UGC, talks on these issues are included in the Curriculum Induction Programme of various departments.

2. The college gives top priority in delivering the courses related to these themes which have been prescribed by the University.

3. The college offers value added courses like Soft Skill Development, Pre-placement Training, Verbal and Logical Skills, etc.

4. Different functional cells of the college engage in various schemes and programmes related to these cross-cutting issues.

Some programmes are given below.

1. **Webinar on 'Healthy Ozone Layer: The future is in our Hands' held on 16.09.2021.**
2. **Session on 'Yoga for Everyone' held on 21.06.2021.**

3. The college organised a mega Covid 19 vaccination drive on 13.08.2021 for the students and local community. The college has organised 55 extension/outreach activities during the year.

The important days observed by the college are given below.

.A. World Environment Day – June 05, 2021 – Department of Zoology, Departmentof Management Studies

B. World Heritage Day – April 18, 2021 – Department of Tourism

C. World Ozone Day Celebration – September 16, 2021, Department of Physics and Department of Physics.

D. Global Parents Day – June 01, 2021, Department of Commerce SF

J. International Yoga Day – June 22, 2021, Department of Computer Science

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

31

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

1270

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://nirmalacollege.ac.in/stakeholders-analysis-report-2021-22/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	[View File](#)
URL for feedback report	https://nirmalacollege.ac.in/stakeholders-analysis-report-2021-22/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1138

File Description	Documents
Any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

283

File Description	Documents
Any additional information	[View File](#)
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Assessment of Learning Levels Instead of applying multiple assessment methods, the college employed Online Post Admission Test

to assess the learning levels. In addition to this, academic history of students recorded in the college ERP is also considered. The guidelines suggested by the IQAC were used to categorise learners into advanced learners and slow learners.

Strategies for Advanced Learners MOOC Courses

NPTEL Local Chapter

Research Paper Presentation Competitions

Theme Based Quizes

Best Manager Competitions

Powerpoint Presentation Competitions

Collaborative activities with International students

Skill Sharing programmes

Strategies for Slow Learners

Peer Teaching

Remedial Coaching

Academic Mentoring

Recorded Videos in LMS

Self Learning Materials

Course Outcome Attaninment Tests

File Description	Documents
Paste link for additional information	https://nirmalacollege.ac.in/mooc/
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
3205	137

File Description	Documents
Any additional information	[View File]()

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

With the adoption of Outcome Based Education (OBE), more student centric learning methods have been used by the faculty members in addition to the conventional lecture method. A brief account of those methods are given below. 1. Interactive sessions in language lab to improve the communication skills of students. 2. Theme based quizzes hosted by students. 3. Demonstration of lab experiments by the students 4. Newspapers and Educational Magazines published by the students 5. Short films related to curriculum made by students 6. Development of software by students 7. Virtual industrial tours and press visits 8. Case based teaching in social science departments. 9. Project based learning 10. Mini projects 11. Group projects 12. Linking of student club activities with the curriculum 13. Virtual lab sessions 14. Internships 15. Computer assisted learning 16. Software based learning In addition to the above, students were actively involved in online group discussions, online debates, seminars, presentations, etc. Students also developed video sessions and uploaded in the LMS platform. Various departments organised 30 alumni lectures during the year to provide the students the real life work experience.

File Description	Documents
Upload any additional information	[View File]()
Link for additional information	https://nirmalacollege.ac.in/online-question-bank/

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Google Class Rooms and Moodle: The faculty of the college extensively use google class rooms and Moodle platform to deliver the course content in an effective way. The college has a customised

Moodle account. It helps the faculty to assess the progress of the students on a real time basis. Edmodo: Faculty also use an educational application Edmodo as part of the course delivery. The teachers can give assignments and share e-resources through this application. Data Camp and Online Certifications: The department of Statistics has tie up with Data Camp, United States. Many students of the college have online certifications from renowned universities including Harvard, Stanford, etc. Google Studio and Yahoo Finance: The faculty in the departments of Commerce and Economics use Google studio to get data related to exchange rates, stock market, etc. Kahoot Quiz and Poll Everywhere: The faculty members use Kahoot and poll everywhere platforms for online quiz. Software Based Learning: The faculty use softwares like SPSS, Chemdraw, Firefly, Mathematica, Minitab, etc.Robotics: The teachers use Robtics software for result analysis purpose.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

136

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

137

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

43

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

1014

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Transparency

Internal Examination Peer Committee is entrusted with the tasks of collection, sorting and coding and security of question papers. The dates of internal exams are published in the college handbook and also communicated to the students through the website. During the pandemic year, attendance was not part of the CIE. An additional assignment component is added the CIE during the pandemic year. During the period, assessment methods have seen a drastic change from the regular pen and paper method to the online mode. The college used google forms, google classrooms and Moodle for the conduct of examinations. The students can also check their marks for assignment and seminar in student login. The students get their valued answer scripts within one week of the date of exam and teachers discuss model answers and enter the marks in the portal. A forms (showing different internal components of each subject) and B forms (consolidated internal marks of students) are generated and published on department notice boards.

Robustness

The college and IQAC give freedom to the departments to select appropriate methods of CIE to bring the variety in the methods of internal examination and evaluation which include Multiple choice question tests, Kahoot Quizzes, Seminars, online Assignments in Google Class Room and Moodle, Seminars and Book reviews. Absentees with genuine reasons get an opportunity to re-appear. For the year-end academic projects of the students, internal marks are given on the basis of punctuality, quality of data collected and timely submission of the project.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://nirmalacollege.ac.in/internal-evaluation/

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The institution has a Three-tier Grievance Redressal Mechanism with two levels at the college and an upper level at the University. A student needs to approach the upper level only if grievance is not addressed at the lower level.

Level 1: Department Level

The department level Committe is chaired by the Head of the department, department coordinator and teacher in-charge as members. The teacher in charge of the course distributes the valued answer scripts during the class hours and the students can scrutinize their answer scripts in the presence of their teachers. The students can also address their grievances concerning CIE marks if any through Grievance Redreessal Application Form available on the college website. It is processed through the examiner, department coordinator and head of the department.

Level 2: College level

The grievances which are not resolved at level 1, are redressed by a college level committee with the Principal as Chairman, department Coordinator, HOD of concerned Department and a senior teacher nominated by the College council as members.

Level 3: University Level

A Committee constituted by the Vice-Chancellor as Chairman and Pro-Vice-Chancellor, Convener - Syndicate subcommittee on Students Discipline and Welfare, Chairman- Board of Examinations as members and the Controller of Examination as member-secretary. The Students' Grievances Portal deals with a variety of students' complaints and grievances coming up for redressal. In the portal, an online students' grievance redressal forum with tracking and follow up of the complaints is provided in compliance with the UGC's mandatory requirements.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://nirmalacollege.ac.in/online-grievances-form/

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The Departmental Advisory Committee (DAC) of each department has prepared Programme Outcomes (POs) and Programme Specific Outcomes (PSOs) on the basis of learning objectives mentioned in them university syllabus and core values and mission of the institution. DAC also outlines the Course Outcomes (COs) in consultation with the

concerned teachers who deal with a particular course. The IQAC has made POs, PSOs, and COs part of the course file. POs, PSOs and Cos are well displayed on the website. (Website Link is given). POs, PSOs and Cos are displayed on the Department Notice Boards. They are also displayed on laboratories of the college. Head of the Department and the concerned class tutor explain various programme outcomes to the students in the department curriculum induction meeting. Teachers who handle various courses explain course outcomes and relate such outcomes to POs and PSOs. Teachers also explain the pattern of questions in the internal question papers and its connection with the course outcomes. Each department has published a handbook for POs, PSOs and COs and the soft copy of the same are made available to the students through 'google classroom' and Moodle. A handbook of POs, PSOs and COs is available on the table of Head of the Department for ready reference. The COs are given on the study materials prepared by the faculty.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://nirmalacollege.ac.in/wp-content/uploads/2023/07/New-Doc-07-28-2023-16.04.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Direct Attainment (POs & PSOs): Direct attainment of program outcomes and program specific outcomes are based on the logical mapping and attainment of cognitive levels of course outcomes with program outcomes and program specific outcomes. Indirect Attainment (POs & PSOs): Indirect attainment of program outcomes and program specific outcomes are mainly based on Course Exit Survey, Alumni Survey and Employer survey. All these surveys use a detailed questionnaire prepared to relate all program outcomes and programspecific outcomes for analysis. Course Exit Survey is a feedback taken from students in which the overall program is analysed and corrective measures are proposed. In Alumni Survey, feedback is collected during Alumni meets and also by contacting the alumni via. email & phone. Employer Survey is done in the industry which offers employment to the students of our institute. The requirements and future expectations of the industry from our students are analysed and suitable actions are taken. Overall Attainment (POs & PSOs): The final program outcomes and program

specific outcomes attainment values are computed by adding direct and indirect program outcomes and program specific outcomes attainment values in the proportion of 80:20 respectively.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	http://nirmalacollege.ac.in/wp-content/uploads/2023/07/New-Doc-07-28-2023-16.04.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

822

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://nirmalacollege.ac.in/uploads/2023/07/Annual-report-2021-22.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

http://nirmalacollege.ac.in/wp-content/uploads/2023/07/SSS-2021-22.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

32.3

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

13

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://serb.gov.in/page/research_grants

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The institution has created a robust ecosystem to nurture innovations and facilitate the creation and dissemination of knowledge. Spearheaded by the Internal Quality Assurance Cell (IQAC) and the research cell, the institute conducts regular programs aimed at instilling a strong research aptitude among both faculty and students. Faculty members actively engage in research, submitting proposals and publishing their findings regularly, while two faculty members have even filed for patents, showcasing their dedication to pushing the boundaries of knowledge. To foster innovation and entrepreneurship, the Institute Innovation Council plays a pivotal role in organizing frequent programs. These initiatives encourage and support novel ideas, empowering faculty and students to turn their innovations into real-world applications. Additionally, the institution hosts seminars and workshops led by in-house faculty, enriching the capabilities of students, research scholars, and faculty members from other institutions. Such gatherings provide valuable insights and opportunities for collaboration, further advancing the intellectual landscape. Overall, this institution's thriving ecosystem, driven by initiatives under the IQAC, research cell, and the Institute Innovation Council, creates a dynamic learning environment that fosters research, innovation, and academic excellence. By promoting a culture of inquiry and entrepreneurship, the institution empowers its members to make meaningful contributions to both academia and society at large.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://nirmalacollege.ac.in/wp-content/uploads/2023/07/3.2.2-IPR-reports.docx

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

35

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

28

File Description	Documents
URL to the research page on HEI website	https://nirmalacollege.ac.in/research-centeres/
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

28

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

15

File Description	Documents
Any additional information	[View File]()
List books and chapters edited volumes/ books published (Data Template)	[View File]()

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The institution's commitment to community engagement and social responsibility is evident through its extension activities, which play a vital role in the holistic development of students. The National Service Scheme (NSS) unit of the college collaborates with various local bodies such as Muvattupuzha Municipality, Myvattupuzha Corporation, Avoly Panchayath, and local Self Help Groups to carry out impactful extension and outreach activities. In association with NGOs like TREE, the college's NSS unit conducts cleaning and sensitizing drives, contributing to environmental preservation and creating awareness about the importance of ecological conservation. Additionally, through its flagship program Karuthal, the college extends a helping hand to those in need, engaging in projects like building houses and providing relief activities during times of crisis. The college also recognizes the importance of environmental sustainability and conducts pollution surveys while actively participating in tree-planting efforts to combat ecological challenges. Moreover, the National Cadet Corps (NCC) unit of the college contributes to social outreach by engaging in post-COVID relief package distribution, pandemic impact assessments, and flood relief and rescue operations. These activities demonstrate the college's readiness to support the community during times of adversity.

Both the NSS and NCC units of the college are proactive in creating awareness about socially relevant issues. They organize seminars, roadshows, and flash mobs to educate the public about drug abuse, elections, road safety, lifestyle diseases, and gender sensitization. By initiating such awareness campaigns, the college aims to foster a socially conscious generation that actively contributes to societal well-being.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

23

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in

collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

2510

File Description	Documents
Report of the event	View File
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

10

File Description	Documents
e-copies of related Document	View File
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

20

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Classrooms Facilities

- **95 classrooms out of which 60 are ICT enabled, equipped with LCD/TV/Smartboards**
- **All classrooms have Wi-Fi/LAN facilities to make effective teaching-learning process**
- **Classrooms are well-ventilated, spacious and provided withgreen boards, adequate furniture and public address system.**
- **Twenty Seminar halls, video conferencing hall, digital theatre and an A/V recording studio.**
- **All departments have separate faculty rooms and the departments are provided with laptops, desktops, printers, and intercom.**
- **Examination halls are equipped with CCTV cameras.**

Laboratories Facilities

- **Ten laboratories for UG, PG and research (three chemistry Labs, one Physical Chemistry Lab, two Physics Labs, three Zoology Labs and one Biology Lab) with sophisticated equipment facilities.**
- **Molecular studies Lab and Advanced Nano-science Lab in Botany and Physics Departments respectively.**
- **The college houses major equipment like UV-Vis Spectrophotometer, Autoclave, Muffle Furnace, Incubator, Microwave Synthesizer, Ultrasonic Interferometer, Keithy source meter etc.**

Computing Facilities

- **Total of 395 computers**
- **Four computer labs, one Language lab and one Commerce lab.**
- **Five servers for the smooth functioning of the office administration and library software**
- **During this academic year, nine classrooms and two smart classrooms with 4K interactive board were added. The construction of new academic block under RUSA project is work in progress.**
- **Thecollege also constructed new car parking facility for teachers.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.youtube.com/watch?v=fqwuoXv6Oy8

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Sports Facilities

- **The college has a sports hostel (45 beds) sponsored by Kerala Sports Council**
- **Specialized coach for Football and Handball**
- **Spacious playground for athletics and Football**
- **Multipurpose synthetic stadium which has the facility for playing four games, namely Volleyball, Handball, Throw-ball and Tennis**
- **Standard Basketball court and a Shuttle Badminton court**
- **Cricket ground with matting and pitches for net practice Space for indoor games like Chess, Carroms, Table tennis and Taekwondo Sporting equipment, kits and sportswear for the team members**
- **Fitness center (Gymnasium) for staff and students**

Facilities for Cultural Activities

- **Four well-equipped auditoriums out of which one is fully air-conditioned**
- **An open-air auditorium beside the main block with a capacity of 3500**
- **Discussion room with an area of 70.54 sq. m**

- **An Audio Visual-Hall for developing artistic/ cultural talents and public speaking/ debating skills of students.**
- **Sound recording and video editing studio**
- **Campus Radio to foster cultural sensibility**
- **An air-conditioned Digital Theatre (98 seats) with modern facilities for screening films.**
- **The College also has a common recreation centre for the staff with an area of 70.54 sq. m where the staff members can entertain themselves.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.youtube.com/watch?v=xSZP4sN17sM

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

72

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.youtube.com/watch?v=2NGUUVB61ks
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

149.35

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The library is fully automated with leading library management software solutions; LIBSOFT and KOHA which give a user-friendly interface for searching resources in the library, along with its positions and availability statuses. The library has Web – OPAC for providing remote access to its repertoire of textual resources.

ILMS Software LIBSOFT

Name of the ILMS software: LIBSOFT Nature of automation: Full Server Version: 4.2

Year of automation: 2004 Library link: https://nirmaladigital.libsoft.org Features of LIBSOFT

- **Fully Flexible-Local variations possible**
- **Supports more than 10 lakh of Records Fully Integrated High Data**
- **Security Exhaustive Information Retrieval Tool Printouts in desired formats Various report generation Simple and Boolean search result Multi-user Facility Network Implementation Software**
- **Consistency Barcode Facility ISBN support for Book Accession**

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://nirmalacollege.ac.in/library-2/

4.2.2 - The institution has subscription for the following e-resources e-journals e-   **A. Any 4 or more of the above**

ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

3.63898

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

179.15

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The college has the practice of updating its IT facilities on a regular basis. The college has two leased internet connections,

broadband and fiber optical, apart from a dedicated fiber optical connection for the office. The college provides open Wi-Fi facilities for students and teachers. All the academic and administrative blocks are connected through Optical Fibre Cable (OFC). The academic, administrative and admission process are integrated with IT to become the process more easy, efficient andtransparent. The full-bodied IT infrastructure of the college comprises 395 computers connected with Wi- Fi/LAN The College has five dedicated servers for the smooth functioning of library and computer science labs (MCA & BCA) The college library is automated with LIBSOFT. Library has the subscription of e-books and e-journals via INFLIBNET and DELNET Question papers, projects and theses are availed through digital repository in the college library. Digital library with 40 computers enhances the e-learning and online certificate programs.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://nirmalacollege.ac.in/it-infrastructure-facilities/

4.3.2 - Number of Computers

395

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

153.58

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

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 in the context of NEP 2020. 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. Maintenance Classrooms and Laboratories: 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. 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.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://nirmalacollege.ac.in/uploads/2020/01/MAINTAINING1.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

1247

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	[View File](#)
Upload any additional information	[View File](#)
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	[View File](#)

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

162

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	https://nirmalacollege.ac.in/capability-enhancement-program/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

2298

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

2298

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent

A. All of the above

mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

205

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

345

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

43

File Description	Documents
Upload supporting data for the same	View File
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

31

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

During 2021-22, the election to the College Union was conducted in accordance with the provisions contained in the Rules of Election given by the University. The union executive members are elected from the class representatives who are elected through the secret ballot. The union consists of a Chairperson, Vice Chairperson, General Secretary, two University Union Councillors, Arts Club Secretary and Student Editor.

The student representatives are included in the following committees.

1. IQAC

2. Internal Complaints Commitee (ICC)

3. Anti-ragging Committee

4. Collegiate Student Grievance Redressal Committee (CSGRC)

5. SC/ST Cell

6. Minority Cell

7. OBC Cell

8. Gender Sensitisation Cell

9. Cantten Committee

10. Anti Narcotic Cell

11. Cultural Committee

12. Sports Committee

File Description	Documents
Paste link for additional information	https://nirmalacollege.ac.in/students-union/
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

65

File Description	Documents
Report of the event	View File
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The Alumni Association of Nirmala College has been functioning for many years as a supportive organ of the college. 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.

- **During this academic year, the college organised 23 alumni lectures on various themes.**
- **Alumni lecturesare part of the induction programmes of departments. The Alumni Association has instituted 11 scholarships and endowments to the meritorious students during the last five years.**
- **The scholarshipis awarded to students during the Merit Day celebration of the college.**
- **The alumni of statistics department has formed a 'Laptop Bank' for their students. They also started a 'Gift a Book' programme, in which they distributed motivational books to the needy students.**
-

File Description	Documents
Paste link for additional information	http://nirmalaalumni.org/index.htm
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)　　　**A. ? 5Lakhs**

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Managing Board is the apex body with regard to the matters in policy making. The Bishop is the highest authority in the organizational structure of the institution.The President of the governing body is the Manager who is assisted by the Corporate Educational Secretary. The Managing Council met two times (one online and offline meetings) during the year. Under the Managing Board, there is a statutory body called Managing Council which ensures that the activities of the college are allied with the vision and mission of the college. Vision: Academic excellence with integrity of character

Mission: Integral development of personality based on Christian ideals

The annual action plan which is prepared by the IQAC as per the strategic plan of the college is placed before Managing Council. The manager of the college ensures that proposed activities in the annual plan are directly or indirectly linked to the vision and mission of the college. Some of the initiatives and activities are given below.

a. Improvement in the digital infrastructure of the college.

b. Improvement in the physical infrastrcture.

c. Professional development of faculty members

b. Sports facilities of the college

File Description	Documents
Paste link for additional information	https://nirmalacollege.ac.in/vision-and-mission/
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Functional autonomy is granted to all departments and units in the college. Thus, a participative culture is evolved in the institution. At each level and sphere of activity, the teachers and students cooperate with each other for the successful implementation of the prospective plans. This work culture generates goodwill among the entire college community and motivates all to work in unison to achieve the different objectives set by the authorities in consultation with the stakeholders.

Case Study 1: Establishment of Recreation Centre

Based on the request of college women cell and staff association, the college has established a new fitness and recreation centre during 2021-22

Case Study 2: Establishment of NIPM Chapter

Based on the request of Management Departemnt, the college has taken initiatives to establish the student chapter of National Institute of Personnel Management

File Description	Documents
Paste link for additional information	https://nirmalacollege.ac.in/governing-body/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The previous strategic plan 2014-18 of the college was mainly focusing technological innovation and effective e-governance.The current strategic plan 2019-22 was formulated in harmonious sync with its vision and mission and aim at enhancing the learning experience of the students. The strategic plan was formulated by the IQAC in consultation with the Managing Board of the college.The plan was presented before the college council and inputs from the council members were incorporated. The achievement of the college with regard the strategic plan during the year 2021-22 are listed below.

a. Institution of Dr. James Mathew Endowment Best Research Paper Award

b. 11 PhDs produced during this year

c. 70 University Top positions and more than 102 A+ grades

d. Submitted application for autonomy status

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://nirmalacollege.ac.in/uploads/2020/02/Strategic-Plan-2019-22-final.pdf
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The college has a well defined organisational structure and hierarchy complying university statutes and other regulations. Managing Board: It is the apex body with regrard to policy making.It

also sets a framework for the implementation of the proposed plans. It approves the strategic plans that can be adopted in matters like infrastructural development, enhancement of quality in teaching-learning process, etc.

Managing Council: The college has a well-functioning organisational structure managed and administered by the Corporate Educational Agency, Kothamangalam.The council is statutory body that governs the functioning of the college.

Principal: The principal who is the executive head of the institution is entrusted with the responsibility of managing the day-to-day affairs of the college. Principal implements the directives of the managing body in accordance with the norms and guidelines stipulated by the government and other regulatory agencies. College Council: The council takes appropriate measures for the implementation of strategic plan. It also takes major decisions regarding the day-to-day administrative affairs of the college. IQAC: The IQAC of the college acts a link between the management, students and teachers. It formulates quality poliices and establishes procedures. Committees and Cells: The administration of the college is supported by a number of committees and cells like Planning Board, Purchase Committee, Building Committee, Campus Development Committee, Library Advisory Committee, Anti- Ragging Committee, ICC, SC/ST monitoring Cell, Grievance Redressal Cell, Ethics Committee, Internal Complaints Committee, Discipline Committee, Women Empowerment Cell, Minority Cell, OBC Cell, IPR Cell etc.

File Description	Documents
Paste link for additional information	https://nirmalacollege.ac.in/governing-body/
Link to Organogram of the institution webpage	https://nirmalacollege.ac.in/governing-body/
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	[View File](#)
Screen shots of user inter faces	[View File](#)
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	[View File](#)

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The following are the institution initiated welfare schemes put forward for the benefit of the employees.

- **Staff Co-operative society is functioning in the college for meeting the financial needs of the staff.**
- **Financial products and services are offered at an affordable rate of interest.**
- **Interest free loans are given to the staff on their request.**
- **Financial support is provided for the staff to meet medical expenses in times of emergency.**
- **Free Wi-Fi facility on campus and domain email addresses to all staff members.**
- **Institution provides free accommodation to staff in the College Guest house.**
- **Special Casual Leave is given to staff members during any medical emergency like cancer and its treatment.**
- **ATM facilities of SBI and SIB are available in the campus.**
- **Kiosk and Canteen facilities are provided to staff at a subsidized rate.**
- **Free uniform is supplied to supporting staff and security men.**
- **Fitness centre is available for the staff to maintain their physical fitness.**
- **Recreation Room is provided to staff for their recreation.**
- **Separate Parking area is maintained for parking the staff vehicles.**
- **Annual tour programme is arranged for the staff members.**
- **Community lunch is arranged for the staff and their family.**
- **Retirement party is arranged for the staff as a recognition of their committed service.**
- **Discussion Rooms are used for serious deliberations.**

- **Free medical checkup is available in the campus.(Mega Covid vaccination drive was conducted on 13.08.2021)**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

50

File Description	Documents
Upload any additional information	[View File](#)
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	[View File](#)

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

5

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

75

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Teacher Performance Record (TPR): It is given to each teacher at the beginning of every academic year to record their everyday business. All details pertaining to course plan completion, tests, assignments, projects, mentoring, tutoring, remedial classes, leave taken etc. are recorded. It is monitored by the head of the department and the principal. It is also evaluated by the management

team during the annual academic audit. Student's Feedback on Teaching-Learning Process: IQAC monitors the feedback mechanism in the college. In each semester the students can evaluate their teachers online on the basis of their performance. PBAS: All teachers have to submit the duly filled proforma of the Performance Based Appraisal System (PBAS) at the end of the academic year. The committee headed by the manager visits each department and evaluates the performance of the teachers in group and in person. They suggest corrective measures collectively and in person. This the college has included more parameters in the PBAS format.

Annual Objective Assessment Report: Heads of the departments prepare a confidential report in a prescribed format evaluating their academicperformance highlighting their strength and weakness. PBAS for Non-teaching Staff: The Management evaluates the non- teaching staff every year through a performance appraisal system designed by IQAC. Academic Review Committee: The Managing Board constituted an Academic Review Committee every year to evaluate the performance of teachers. In this meeting the college manager meets every faculty personally.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File]()

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Reliability and integrity of financial management is safeguarded through a strong Finance wing under Head Accountant and the college Bursar. Internal Audit: Internal audit is conducted annually by the management team. The audit of management funds and government funds are done under the supervision of Superintendent of the college and the Bursar. External Audit: The external audit is conducted regularly by Chartered Accountants, Deputy Director of Collegiate Education and Accountant General's office. External Audits for UGC Funds: The college conducts external financial audit for all the grants received from UGC. The grants for Minor Research Projects, National Seminars, IQAC, General Development Assistance UG grants and General Development Assistance PG grants are verified by Chartered accountants and the utilisation certificates issued by

them are submitted to UGC for verification and scrutiny. The rectifcation process based audit findings is done in a quick manner. The remedial actions are initiated by the accounts department and an explanatory note is submitted to the principal and bursar.

File Description	Documents
Paste link for additional information	https://nirmalacollege.ac.in/academic-administrative-audit/
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

27. 40

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The college is deeply committed to mobilizing resources for better fulfilment of its Vision and Mission. An annual institutional budget is prepared and presented by the college bursar before the managing board. The major sources of funds for the college are from the following avenues: a. Central Government Funds UGC, NAAC, RUSA and ICSSR DST-FIST DBT- STAR fund UGC fund for B.Voc Major and Minor projects Scholarships

b. State Government Funds KSCSTE and KSHEC Grant-in-aid for salary State government fund for NSS State government funds for ASAP, E-grants c. Non-Government Funds Endowment awards Funds raised by departments/associations Students fee from self-financing courses,

d. PTA funds Aid from philanthropists

e. Contribution from teachers

f. Contribution from alumni Financial assistance from management Fund from ALS IAS, New Delhi to Nirmala Civil Service Academy

g. Rents from external bodies for conducting various competitive exams Rent from SIB & SBI for using college premises for ATM

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

1. Faculty Empowerment as per NEP Requirement a. Five Day Hands-on Training on "MOOC Resource Development

b. Two Day Faculty Development Programme on "Performance Appraisal in Academia – New Dimensions" c. Three Day International Professional Development Programme on "Learning Through Gamification: Fun is the Future"

d. Faculty Enrichment Programme on "Role of Teachers in Sustainable Institution Building" During this academic year, faculty members have attended 180 faculty development programmes.

The IQAC organised Refresher Course under the Aegis of PMMMNMTT, Ministry of Education, Government of India

2. 15 collaborations are initiated during this year.

File Description	Documents
Paste link for additional information	nirmalacollege.ac.in/iqac-minutes-and-atr/
Upload any additional information	**No File Uploaded**

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

a. IQAC and the management evaluate the performance of non- teaching staff.

b. Internal Green audit and Gender audit are regular practices in the campus.

c. The institution takes feedback from students on Institutional Performance every year since 2018.

d. IQAC ensures proper conduct of internal examinations and instituted a mechanism for transparent mechanism for evaluation and uploading of marks in the university portal.

e. IQAC has a practice of comprehensive semester wise result analysis to pinpoint strengths and weaknesses of different departments. f. IQAC has devised a ten-point scale questionnaire to evaluate the performance of teachers by the students. g. IQAC devised a mechanism for 360o feedback on curriculum and overall ambience of the college

File Description	Documents
Paste link for additional information	http://nirmalacollege.ac.in/wp-content/uploads/2023/07/SSS-2021-22.pdf
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://nirmalacollege.ac.in/uploads/2023/07/Annual-report-2021-22.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

At institutional level, Internal Complaints Committee and Gender Sensitisation Cell take active role in promoting gender equity based activities and organising various programmes. Gender sensitisation programmes were organised mainly through online mode during this academic year. The ICC regularly updates information in the UGC Saksham portal. Apart from Annual Awareness Programmes, these cells organised various seminars.

ICC and Women cell have jointly organised 4 programmes on gender equity during this academic year.

The women cell has done done the gender audit of the year.

Specific Facilities Available Fully Protected Campus CCTV Surveillance More than 10 Common Rooms Special Toilets Fitness Rooms Sick Rooms

File Description	Documents
Annual gender sensitization action plan	**Nil**
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://nirmalacollege.ac.in/wp-content/uploads/2022/11/7.1.1.docx

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Separate colour coded bins for different types of wastes are placed throughout the campus at important vantage points for proper collection and seggregation of wastes. Dedicated vermicompost units are established in the campus for disposal of biodegradable wastes generated through garden trimming and vegetable wastes from the canteen and hostel mess. The food remains/waste is being supplied to the poultry and pig farm. The organic waste thus generated is used in the biogas plant. As per the green protocol the college optimizes the usage of paper by using technology for information sharing and documentation. The use of single use plastic is strictly banned within the campus. Plastic bottles are collected by the students and recycled by using as planters in our garden or recycled using plastic shredding unit which is later used for paving the roads with in the campus.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the

A. Any 4 or all of the above

campus

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Any other relevant information	[View File](#)

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

1. **Restricted entry of automobiles**
2. **Use of bicycles/ Battery-powered vehicles**
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Various policy documents / decisions circulated for implementation	[View File](#)
Any other relevant documents	[View File](#)

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment   5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen   reading

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Nirmala College, Muvattupuzha always provides an inclusive environment for all types of diversities and ensures accessibility in terms of resources, infrastructure, curriculum delivery, teaching learning resources and assessment. Some of the initiatives with regard to this in the academic year 2021-22 are given below.

A. The Postgraduate and Research Department of English and Literature Club jointly organised a literary workshop on 14.12.2021. Sri. Kalpatta Narayanan inaugurated the workshop. B. The college also organised an expert talk on " Inter-disciplinary studies and knowledge production" on 23.11.2021. Dr. Aju K Narayanan, School of Letters, MG University, Kottayam was the resource person.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Nirmala College sensitises its employees and students to the constitutional obligations in multiple ways. Apart from giving awareness with regard to the same through institution wide campaigns and borads, the various clubs & cells organise prgrammes to make the students responsible citizens. The specific initiatives are given below.

Cleaning the campus of Govt. Model HSS, Muvattupuzha on 29.10.2021

Computer literacy programme for Kudumbasree Women in Avoly Panchayat on 06.10.2021

Honouring the parents of officers who served Navy, Army and Airforce departments on 11.08.2021.

Snehasparsham - Financial assistance to Marginalisedd group on 30.07.2021.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://nirmalacollege.ac.in/wp-content/uploads/2022/11/7.1.9.docx
Any other relevant information	http://nirmalacollege.ac.in/wp-content/uploads/2022/11/7.1.9.docx

7.1.10 - The Institution has a prescribed code   A. All of the above

of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff   4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The college has organised events, lectures and programmes with regard to important commemorative days through online mode this year. The important among them are given below.

A. World Environment Day – June 05, 2021 – Department of Zoology, Department of Management Studies B. World Tourism Day – September 27, 2021 – Department of Tourism C. National Tourism Day – January 25, 2021– Department of Tourism D. World Heritage Day – April 18, 2021 – Department of Tourism E. World Ozone Day Celebration – September 16, 2021, Department of Physics and Department of Physics. F. Reading Day – June 19, 2021, Department of Malayalam and Department of Hindi G. World Entrepreneurship Day – August 21, 2021, Institution Innovation Council. H. GST Day – July 1, 2021, Department of Commerce I. Global Parents Day – June 01, 2021, Department of Commerce SF J. International Yoga Day – June 22, 2021, Department of Computer Science

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<u>View File</u>
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	<u>View File</u>

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practice I: Student Learning Andragogy 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 Best Practice II: Nirmala Social Connect 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

File Description	Documents
Best practices in the Institutional website	<u>https://nirmalacollege.ac.in/uploads/2023/07/Best-Practices-2021-22.pdf</u>
Any other relevant information	<u>https://nirmalacollege.ac.in/uploads/2023/07/Best-Practices-2021-22.pdf</u>

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Nirmala Learning Hub

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

Some activities done as part of this initiative during this academic year are mentioned below.

Nirmala College in association with Teaching Learning Centre, University of Delhi under the aegis of Ministry of Education, Government of India (Pandit Madan Mohan Malaviya National Mission on Teachers and Teaching) organised Two week interdisciplinary refresher course/FDP on Research Methodology during September21-October 05, 2021.

The IQAC of the college has organised a Three Day Professional Development Programme on "Learning through Gamification: Fun is the Future" during 22-24, September 2021.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Curriculum Delivery Planning & Documentation at College Level

The process of curriculum planning and documentation at the college level is given below.

- Curriculum delivery policy is strictly adhered to achieve the learning outcomes.
- Annual Academic Strategic Planning meeting is convened to prepare the department academic plans and plans of cells and clubs.
- 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 college conducts Five- day Two-tier Induction Programme for both UG and PG students.

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
- HoDs monitor the course completion at regular intervals.
- Feedbacks about curriculum delivery are taken at regular intervals.

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	https://nirmalacollege.ac.in/uploads/2023/07/Handbook-21-22.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

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 such a way as to facilitate the conduct of examinations.

1. 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.

2. The proposed schedule of internal examinations suggested by the Internal Examination Committee and ratified by the Staff Council.

3. A time line is suggested in the Academic Calendar to complete the syllabus and the schedule of the internal examinations is kept accordingly.

4. 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.

5. Teachers prepare course plans at the beginning of the semester itself and dates of examinations are included in the course plan.

6. Teachers Performance Record is an important document to be submitted to the principal by every faculty member in which an evaluation is done regarding the completion of syllabus and conduct of internal examinations.

7. Co-curricular and Extra Curricular Activities are included in the Academic Calendar in such a way that CIE process is not disrupted.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://nirmalacollege.ac.in/uploads/2023/07/Handbook-21-22.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**B. Any 3 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

38

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

11

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

365

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The institution integrates cross-cutting issues relevant to Gender, Environment, Sustainability, Human Values and Professional Ethics into the curriculum in four different ways.

1. As suggested by UGC, talks on these issues are included in the Curriculum Induction Programme of various departments.

2. The college gives top priority in delivering the courses related to these themes which have been prescribed by the University.

3. The college offers value added courses like Soft Skill Development, Pre-placement Training, Verbal and Logical Skills, etc.

4. Different functional cells of the college engage in various

schemes and programmes related to these cross-cutting issues.

Some programmes are given below.

1. Webinar on 'Healthy Ozone Layer: The future is in our Hands' held on 16.09.2021.
2. Session on 'Yoga for Everyone' held on 21.06.2021.
3. The college organised a mega Covid 19 vaccination drive on 13.08.2021 for the students and local community. The college has organised 55 extension/outreach activities during the year.

The important days observed by the college are given below.

.A. World Environment Day – June 05, 2021 – Department of Zoology, Departmentof Management Studies

B. World Heritage Day – April 18, 2021 – Department of Tourism

C. World Ozone Day Celebration – September 16, 2021, Department of Physics and Department of Physics.

D. Global Parents Day – June 01, 2021, Department of Commerce SF

J. International Yoga Day – June 22, 2021, Department of Computer Science

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

31

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

1270

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	https://nirmalacollege.ac.in/stakeholders-analysis-report-2021-22/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	[View File](#)
URL for feedback report	https://nirmalacollege.ac.in/stakeholders-analysis-report-2021-22/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1138

File Description	Documents
Any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

283

File Description	Documents
Any additional information	[View File](#)
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Assessment of Learning Levels Instead of applying multiple assessment methods, the college employed Online Post Admission

Test to assess the learning levels. In addition to this, academic history of students recorded in the college ERP is also considered. The guidelines suggested by the IQAC were used to categorise learners into advanced learners and slow learners.

Strategies for Advanced Learners MOOC Courses

NPTEL Local Chapter

Research Paper Presentation Competitions

Theme Based Quizes

Best Manager Competitions

Powerpoint Presentation Competitions

Collaborative activities with International students

Skill Sharing programmes

Strategies for Slow Learners

Peer Teaching

Remedial Coaching

Academic Mentoring

Recorded Videos in LMS

Self Learning Materials

Course Outcome Attaninment Tests

File Description	Documents
Paste link for additional information	https://nirmalacollege.ac.in/mooc/
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
3205	137

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

With the adoption of Outcome Based Education (OBE), more student centric learning methods have been used by the faculty members in addition to the conventional lecture method. A brief account of those methods are given below. 1. Interactive sessions in language lab to improve the communication skills of students. 2. Theme based quizzes hosted by students. 3. Demonstration of lab experiments by the students 4. Newspapers and Educational Magazines published by the students 5. Short films related to curriculum made by students 6. Development of software by students 7. Virtual industrial tours and press visits 8. Case based teaching in social science departments. 9. Project based learning 10. Mini projects 11. Group projects 12. Linking of student club activities with the curriculum 13. Virtual lab sessions 14. Internships 15. Computer assisted learning 16. Software based learning In addition to the above, students were actively involved in online group discussions, online debates, seminars, presentations, etc. Students also developed video sessions and uploaded in the LMS platform. Various departments organised 30 alumni lectures during the year to provide the students the real life work experience.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://nirmalacollege.ac.in/online-question-bank/

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Google Class Rooms and Moodle: The faculty of the college extensively use google class rooms and Moodle platform to deliver

the course content in an effective way. The college has a customised Moodle account. It helps the faculty to assess the progress of the students on a real time basis. Edmodo: Faculty also use an educational application Edmodo as part of the course delivery. The teachers can give assignments and share e-resources through this application. Data Camp and Online Certifications: The department of Statistics has tie up with Data Camp, United States. Many students of the college have online certifications from renowned universities including Harvard, Stanford, etc. Google Studio and Yahoo Finance: The faculty in the departments of Commerce and Economics use Google studio to get data related to exchange rates, stock market, etc. Kahoot Quiz and Poll Everywhere: The faculty members use Kahoot and poll everywhere platforms for online quiz. Software Based Learning: The faculty use softwares like SPSS, Chemdraw, Firefly, Mathematica, Minitab, etc.Robotics: The teachers use Robtics software for result analysis purpose.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

136

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

137

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

43

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

1014

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and

mode. Write description within 200 words.

Transparency

Internal Examination Peer Committee is entrusted with the tasks of collection, sorting and coding and security of question papers. The dates of internal exams are published in the college handbook and also communicated to the students through the website. During the pandemic year, attendance was not part of the CIE. An additional assignment component is added the CIE during the pandemic year. During the period, assessment methods have seen a drastic change from the regular pen and paper method to the online mode. The college used google forms, google classrooms and Moodle for the conduct of examinations. The students can also check their marks for assignment and seminar in student login. The students get their valued answer scripts within one week of the date of exam and teachers discuss model answers and enter the marks in the portal. A forms (showing different internal components of each subject) and B forms (consolidated internal marks of students) are generated and published on department notice boards.

Robustness

The college and IQAC give freedom to the departments to select appropriate methods of CIE to bring the variety in the methods of internal examination and evaluation which include Multiple choice question tests, Kahoot Quizzes, Seminars, online Assignments in Google Class Room and Moodle, Seminars and Book reviews. Absentees with genuine reasons get an opportunity to re-appear. For the year- end academic projects of the students, internal marks are given on the basis of punctuality, quality of data collected and timely submission of the project.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**https://nirmalacollege.ac.in/internal-evaluation/**

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The institution has a Three-tier Grievance Redressal Mechanism with two levels at the college and an upper level at the

University. A student needs to approach the upper level only if grievance is not addressed at the lower level.

Level 1: Department Level

The department level Committe is chaired by the Head of the department, department coordinator and teacher in-charge as members. The teacher in charge of the course distributes the valued answer scripts during the class hours and the students can scrutinize their answer scripts in the presence of their teachers. The students can also address their grievances concerning CIE marks if any through Grievance Redreessal Application Form available on the college website. It is processed through the examiner, department coordinator and head of the department.

Level 2: College level

The grievances which are not resolved at level 1, are redressed by a college level committee with the Principal as Chairman, department Coordinator, HOD of concerned Department and a senior teacher nominated by the College council as members.

Level 3: University Level

A Committee constituted by the Vice-Chancellor as Chairman and Pro- Vice-Chancellor, Convener - Syndicate subcommittee on Students Discipline and Welfare, Chairman- Board of Examinations as members and the Controller of Examination as member-secretary. The Students' Grievances Portal deals with a variety of students' complaints and grievances coming up for redressal. In the portal, an online students' grievance redressal forum with tracking and follow up of the complaints is provided in compliance with the UGC's mandatory requirements.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://nirmalacollege.ac.in/online-grievances-form/

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The Departmental Advisory Committee (DAC) of each department has prepared Programme Outcomes (POs) and Programme Specific Outcomes (PSOs) on the basis of learning objectives mentioned in them university syllabus and core values and mission of the institution. DAC also outlines the Course Outcomes (COs) in consultation with the concerned teachers who deal with a particular course. The IQAC has made POs, PSOs, and COs part of the course file. POs, PSOs and Cos are well displayed on the website. (Website Link is given). POs, PSOs and Cos are displayed on the Department Notice Boards. They are also displayed on laboratories of the college. Head of the Department and the concerned class tutor explain various programme outcomes to the students in the department curriculum induction meeting. Teachers who handle various courses explain course outcomes and relate such outcomes to POs and PSOs. Teachers also explain the pattern of questions in the internal question papers and its connection with the course outcomes. Each department has published a handbook for POs, PSOs and COs and the soft copy of the same are made available to the students through 'google classroom' and Moodle. A handbook of POs, PSOs and COs is available on the table of Head of the Department for ready reference. The COs are given on the study materials prepared by the faculty.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	http://nirmalacollege.ac.in/wp-content/uploads/2023/07/New-Doc-07-28-2023-16.04.pdf
Upload COs for all Programmes (exemplars from Glossary)	[View File](#)

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Direct Attainment (POs & PSOs): Direct attainment of program outcomes and program specific outcomes are based on the logical mapping and attainment of cognitive levels of course outcomes with program outcomes and program specific outcomes. Indirect Attainment (POs & PSOs): Indirect attainment of program outcomes and program specific outcomes are mainly based on Course Exit Survey, Alumni Survey and Employer survey. All these surveys use a detailed questionnaire prepared to relate all program outcomes and programspecific outcomes for analysis. Course Exit Survey is a feedback taken from students in which the overall program is analysed and corrective measures are proposed. In Alumni Survey,

feedback is collected during Alumni meets and also by contacting the alumni via. email & phone. Employer Survey is done in the industry which offers employment to the students of our institute. The requirements and future expectations of the industry from our students are analysed and suitable actions are taken. Overall Attainment (POs & PSOs): The final program outcomes and program specific outcomes attainment values are computed by adding direct and indirect program outcomes and program specific outcomes attainment values in the proportion of 80:20 respectively.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://nirmalacollege.ac.in/wp-content/uploads/2023/07/New-Doc-07-28-2023-16.04.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

822

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://nirmalacollege.ac.in/uploads/2023/07/Annual-report-2021-22.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

http://nirmalacollege.ac.in/wp-content/uploads/2023/07/SSS-2021-22.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

32.3

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	[View File](#)
List of endowments / projects with details of grants(Data Template)	[View File](#)

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

13

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	[View File](#)

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://serb.gov.in/page/research_grants

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The institution has created a robust ecosystem to nurture innovations and facilitate the creation and dissemination of knowledge. Spearheaded by the Internal Quality Assurance Cell (IQAC) and the research cell, the institute conducts regular programs aimed at instilling a strong research aptitude among both faculty and students. Faculty members actively engage in research, submitting proposals and publishing their findings regularly, while two faculty members have even filed for patents, showcasing their dedication to pushing the boundaries of knowledge. To foster innovation and entrepreneurship, the Institute Innovation Council plays a pivotal role in organizing frequent programs. These initiatives encourage and support novel ideas, empowering faculty and students to turn their innovations into real-world applications. Additionally, the institution hosts seminars and workshops led by in-house faculty, enriching the capabilities of students, research scholars, and faculty members from other institutions. Such gatherings provide valuable insights and opportunities for collaboration, further advancing the intellectual landscape. Overall, this institution's thriving ecosystem, driven by initiatives under the IQAC, research cell, and the Institute Innovation Council, creates a dynamic learning environment that fosters research, innovation, and academic excellence. By promoting a culture of inquiry and entrepreneurship, the institution empowers its members to make meaningful contributions to both academia and society at large.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	<u>http://nirmalacollege.ac.in/wp-content/uploads/2023/07/3.2.2-IPR-reports.docx</u>

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

35

File Description	Documents
Report of the event	<u>View File</u>
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	<u>View File</u>

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

28

File Description	Documents
URL to the research page on HEI website	<u>https://nirmalacollege.ac.in/research-centeres/</u>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<u>View File</u>
Any additional information	**No File Uploaded**

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the

year

28

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	[View File](#)

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

15

File Description	Documents
Any additional information	[View File](#)
List books and chapters edited volumes/ books published (Data Template)	[View File](#)

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The institution's commitment to community engagement and social responsibility is evident through its extension activities, which play a vital role in the holistic development of students. The National Service Scheme (NSS) unit of the college collaborates with various local bodies such as Muvattupuzha Municipality, Myvattupuzha Corporation, Avoly Panchayath, and local Self Help Groups to carry out impactful extension and outreach activities. In association with NGOs like TREE, the college's NSS unit conducts cleaning and sensitizing drives, contributing to environmental preservation and creating awareness about the importance of ecological conservation. Additionally, through its flagship program Karuthal, the college extends a helping hand to those in need, engaging in projects like building houses and providing relief activities during times of crisis. The college also recognizes the importance of environmental sustainability and conducts pollution surveys while actively participating in

tree-planting efforts to combat ecological challenges. Moreover, the National Cadet Corps (NCC) unit of the college contributes to social outreach by engaging in post-COVID relief package distribution, pandemic impact assessments, and flood relief and rescue operations. These activities demonstrate the college's readiness to support the community during times of adversity.

Both the NSS and NCC units of the college are proactive in creating awareness about socially relevant issues. They organize seminars, roadshows, and flash mobs to educate the public about drug abuse, elections, road safety, lifestyle diseases, and gender sensitization. By initiating such awareness campaigns, the college aims to foster a socially conscious generation that actively contributes to societal well-being.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

23

File Description	Documents
Reports of the event organized	View File
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

2510

File Description	Documents
Report of the event	View File
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

10

File Description	Documents
e-copies of related Document	View File
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

20

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Classrooms Facilities

- **95 classrooms out of which 60 are ICT enabled, equipped with LCD/TV/Smartboards**
- **All classrooms have Wi-Fi/LAN facilities to make effective teaching-learning process**
- **Classrooms are well-ventilated, spacious and provided withgreen boards, adequate furniture and public address system.**
- **Twenty Seminar halls, video conferencing hall, digital theatre and an A/V recording studio.**
- **All departments have separate faculty rooms and the departments are provided with laptops, desktops, printers, and intercom.**
- **Examination halls are equipped with CCTV cameras.**

Laboratories Facilities

- **Ten laboratories for UG, PG and research (three chemistry Labs, one Physical Chemistry Lab, two Physics Labs, three Zoology Labs and one Biology Lab) with sophisticated**

equipment facilities.

- Molecular studies Lab and Advanced Nano-science Lab in Botany and Physics Departments respectively.
- The college houses major equipment like UV-Vis Spectrophotometer, Autoclave, Muffle Furnace, Incubator, Microwave Synthesizer, Ultrasonic Interferometer, Keithy source meter etc.

Computing Facilities

- Total of 395 computers
- Four computer labs, one Language lab and one Commerce lab.
- Five servers for the smooth functioning of the office administration and library software
- During this academic year, nine classrooms and two smart classrooms with 4K interactive board were added. The construction of new academic block under RUSA project is work in progress.
- Thecollege also constructed new car parking facility for teachers.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.youtube.com/watch?v=fgwuoXv6Oy8

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Sports Facilities

- The college has a sports hostel (45 beds) sponsored by Kerala Sports Council
- Specialized coach for Football and Handball
- Spacious playground for athletics and Football
- Multipurpose synthetic stadium which has the facility for playing four games, namely Volleyball, Handball, Throw-ball and Tennis
- Standard Basketball court and a Shuttle Badminton court
- Cricket ground with matting and pitches for net practice Space for indoor games like Chess, Carroms, Table tennis and Taekwondo Sporting equipment, kits and sportswear for the team members

- **Fitness center (Gymnasium) for staff and students**

Facilities for Cultural Activities

- **Four well-equipped auditoriums out of which one is fully air-conditioned**
- **An open-air auditorium beside the main block with a capacity of 3500**
- **Discussion room with an area of 70.54 sq. m**
- **An Audio Visual-Hall for developing artistic/ cultural talents and public speaking/ debating skills of students.**
- **Sound recording and video editing studio**
- **Campus Radio to foster cultural sensibility**
- **An air-conditioned Digital Theatre (98 seats) with modern facilities for screening films.**
- **The College also has a common recreation centre for the staff with an area of 70.54 sq. m where the staff members can entertain themselves.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.youtube.com/watch?v=xSZP4sN17sM

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

72

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.youtube.com/watch?v=2NGUUVB61ks
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

149.35

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	[View File](#)
Upload Details of budget allocation, excluding salary during the year (Data Template	[View File](#)

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The library is fully automated with leading library management software solutions; LIBSOFT and KOHA which give a user-friendly interface for searching resources in the library, along with its positions and availability statuses. The library has Web – OPAC for providing remote access to its repertoire of textual resources.

ILMS Software LIBSOFT

Name of the ILMS software: LIBSOFT Nature of automation: Full Server Version: 4.2

Year of automation: 2004 Library link: https://nirmaladigital.libsoft.org Features of LIBSOFT

- **Fully Flexible-Local variations possible**
- **Supports more than 10 lakh of Records Fully Integrated High Data**
- **Security Exhaustive Information Retrieval Tool Printouts in desired formats Various report generation Simple and Boolean search result Multi-user Facility Network Implementation Software**
- **Consistency Barcode Facility ISBN support for Book Accession**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://nirmalacollege.ac.in/library-2/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

3.63898

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	[View File](#)
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[View File](#)

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

179.15

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The college has the practice of updating its IT facilities on a regular basis. The college has two leased internet connections, broadband and fiber optical, apart from a dedicated fiber optical connection for the office. The college provides open Wi-Fi facilities for students and teachers. All the academic and administrative blocks are connected through Optical Fibre Cable (OFC). The academic, administrative and admission process are integrated with IT to become the process more easy, efficient andtransparent. The full-bodied IT infrastructure of the college comprises 395 computers connected with Wi- Fi/LAN The College has five dedicated servers for the smooth functioning of library and computer science labs (MCA & BCA) The college library is automated with LIBSOFT. Library has the subscription of e-books and e-journals via INFLIBNET and DELNET Question papers, projects and theses are availed through digital repository in the college library. Digital library with 40 computers enhances the e-learning and online certificate programs.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://nirmalacollege.ac.in/it-infrastructure-facilities/

4.3.2 - Number of Computers

395

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in	**A. ? 50MBPS**

the Institution	

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

153.58

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

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 in the context of NEP 2020. 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. Maintenance Classrooms and Laboratories: 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. 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.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://nirmalacollege.ac.in/uploads/2020/01/MAINTAINING1.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

1247

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

162

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	https://nirmalacollege.ac.in/capability-enhancement-program/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

2298

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

2298

File Description	Documents
Any additional information	[View File](#)
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	[View File](#)

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	[View File](#)
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	[View File](#)

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

205

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

345

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

43

File Description	Documents
Upload supporting data for the same	View File
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

31

File Description	Documents
e-copies of award letters and certificates	<u>View File</u>
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<u>View File</u>

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

During 2021-22, the election to the College Union was conducted in accordance with the provisions contained in the Rules of Election given by the University. The union executive members are elected from the class representatives who are elected through the secret ballot. The union consists of a Chairperson, Vice Chairperson, General Secretary, two University Union Councillors, Arts Club Secretary and Student Editor.

The student representatives are included in the following committees.

1. IQAC

2. Internal Complaints Commitee (ICC)

3. Anti-ragging Committee

4. Collegiate Student Grievance Redressal Committee (CSGRC)

5. SC/ST Cell

6. Minority Cell

7. OBC Cell

8. Gender Sensitisation Cell

9. Cantten Committee

10. Anti Narcotic Cell

11. Cultural Committee

12. Sports Committee

File Description	Documents
Paste link for additional information	https://nirmalacollege.ac.in/students-union/
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

65

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development

of the institution through financial and/or other support services

The Alumni Association of Nirmala College has been functioning for many years as a supportive organ of the college. 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.

- During this academic year, the college organised 23 alumni lectures on various themes.
- Alumni lecturesare part of the induction programmes of departments. The Alumni Association has instituted 11 scholarships and endowments to the meritorious students during the last five years.
- The scholarshipis awarded to students during the Merit Day celebration of the college.
- The alumni of statistics department has formed a 'Laptop Bank' for their students. They also started a 'Gift a Book' programme, in which they distributed motivational books to the needy students.
-

File Description	Documents
Paste link for additional information	http://nirmalaalumni.org/index.htm
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	A. ? 5Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Managing Board is the apex body with regard to the matters in

policy making. The Bishop is the highest authority in the organizational structure of the institution.The President of the governing body is the Manager who is assisted by the Corporate Educational Secretary. The Managing Council met two times (one online and offline meetings) during the year. Under the Managing Board, there is a statutory body called Managing Council which ensures that the activities of the college are allied with the vision and mission of the college. Vision: Academic excellence with integrity of character

Mission: Integral development of personality based on Christian ideals

The annual action plan which is prepared by the IQAC as per the strategic plan of the college is placed before Managing Council. The manager of the college ensures that proposed activities in the annual plan are directly or indirectly linked to the vision and mission of the college. Some of the initiatives and activities are given below.

a. Improvement in the digital infrastructure of the college.

b. Improvement in the physical infrastrcture.

c. Professional development of faculty members

b. Sports facilities of the college

File Description	Documents
Paste link for additional information	https://nirmalacollege.ac.in/vision-and-mission/
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Functional autonomy is granted to all departments and units in the college. Thus, a participative culture is evolved in the institution. At each level and sphere of activity, the teachers and students cooperate with each other for the successful implementation of the prospective plans. This work culture generates goodwill among the entire college community and motivates all to work in unison to achieve the different

objectives set by the authorities in consultation with the stakeholders.

Case Study 1: Establishment of Recreation Centre

Based on the request of college women cell and staff association, the college has established a new fitness and recreation centre during 2021-22

Case Study 2: Establishment of NIPM Chapter

Based on the request of Management Departemnt, the college has taken initiatives to establish the student chapter of National Institute of Personnel Management

File Description	Documents
Paste link for additional information	https://nirmalacollege.ac.in/governing-body/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The previous strategic plan 2014-18 of the college was mainly focusing technological innovation and effective e-governance.The current strategic plan 2019-22 was formulated in harmonious sync with its vision and mission and aim at enhancing the learning experience of the students. The strategic plan was formulated by the IQAC in consultation with the Managing Board of the college.The plan was presented before the college council and inputs from the council members were incorporated. The achievement of the college with regard the strategic plan during the year 2021-22 are listed below.

a. Institution of Dr. James Mathew Endowment Best Research Paper Award

b. 11 PhDs produced during this year

c. 70 University Top positions and more than 102 A+ grades

d. Submitted application for autonomy status

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://nirmalacollege.ac.in/uploads/2020/02/Strategic-Plan-2019-22-final.pdf
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The college has a well defined organisational structure and hierarchy complying university statutes and other regulations. Managing Board: It is the apex body with regrard to policy making.It also sets a framework for the implementation of the proposed plans. It approves the strategic plans that can be adopted in matters like infrastructural development, enhancement of quality in teaching- learning process, etc.

Managing Council: The college has a well-functioning organisational structure managed and administered by the Corporate Educational Agency, Kothamangalam.The council is statutory body that governs the functioning of the college.

Principal: The principal who is the executive head of the institution is entrusted with the responsibility of managing the day-to-day affairs of the college. Principal implements the directives of the managing body in accordance with the norms and guidelines stipulated by the government and other regulatory agencies. College Council: The council takes appropriate measures for the implementation of strategic plan. It also takes major decisions regarding the day-to-day administrative affairs of the college. IQAC: The IQAC of the college acts a link between the management, students and teachers. It formulates quality poliices and establishes procedures. Committees and Cells: The administration of the college is supported by a number of committees and cells like Planning Board, Purchase Committee, Building Committee, Campus Development Committee, Library Advisory Committee, Anti- Ragging Committee, ICC, SC/ST monitoring Cell, Grievance Redressal Cell, Ethics Committee, Internal Complaints Committee, Discipline Committee, Women Empowerment Cell, Minority Cell, OBC Cell, IPR Cell etc.

File Description	Documents
Paste link for additional information	https://nirmalacollege.ac.in/governing-body/
Link to Organogram of the institution webpage	https://nirmalacollege.ac.in/governing-body/
Upload any additional information	**No File Uploaded**

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The following are the institution initiated welfare schemes put forward for the benefit of the employees.

- **Staff Co-operative society is functioning in the college for meeting the financial needs of the staff.**
- **Financial products and services are offered at an affordable rate of interest.**
- **Interest free loans are given to the staff on their request.**
- **Financial support is provided for the staff to meet medical expenses in times of emergency.**
- **Free Wi-Fi facility on campus and domain email addresses to all staff members.**
- **Institution provides free accommodation to staff in the**

College Guest house.
- Special Casual Leave is given to staff members during any medical emergency like cancer and its treatment.
- ATM facilities of SBI and SIB are available in the campus.
- Kiosk and Canteen facilities are provided to staff at a subsidized rate.
- Free uniform is supplied to supporting staff and security men.
- Fitness centre is available for the staff to maintain their physical fitness.
- Recreation Room is provided to staff for their recreation.
- Separate Parking area is maintained for parking the staff vehicles.
- Annual tour programme is arranged for the staff members.
- Community lunch is arranged for the staff and their family.
- Retirement party is arranged for the staff as a recognition of their committed service.
- Discussion Rooms are used for serious deliberations.
- Free medical checkup is available in the campus.(Mega Covid vaccination drive was conducted on 13.08.2021)

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

50

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

5

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	[View File](#)
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	[View File](#)

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

75

File Description	Documents
IQAC report summary	[View File](#)
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	[View File](#)
Details of teachers attending professional development programmes during the year (Data Template)	[View File](#)

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Teacher Performance Record (TPR): It is given to each teacher at the beginning of every academic year to record their everyday business. All details pertaining to course plan completion, tests, assignments, projects, mentoring, tutoring, remedial classes, leave taken etc. are recorded. It is monitored by the head of the department and the principal. It is also evaluated by the management team during the annual academic audit. Student's Feedback on Teaching-Learning Process: IQAC monitors the feedback mechanism in the college. In each semester the students can evaluate their teachers online on the basis of their performance. PBAS: All teachers have to submit the duly filled proforma of the Performance Based Appraisal System (PBAS) at the end of the academic year. The committee headed by the manager visits each department and evaluates the performance of the teachers in group and in person. They suggest corrective measures collectively and in person. This the college has included more parameters in the PBAS format.

Annual Objective Assessment Report: Heads of the departments prepare a confidential report in a prescribed format evaluating their academicperformance highlighting their strength and weakness. PBAS for Non-teaching Staff: The Management evaluates the non- teaching staff every year through a performance appraisal system designed by IQAC. Academic Review Committee: The Managing Board constituted an Academic Review Committee every year to evaluate the performance of teachers. In this meeting the college manager meets every faculty personally.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File]()

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Reliability and integrity of financial management is safeguarded through a strong Finance wing under Head Accountant and the college Bursar. Internal Audit: Internal audit is conducted annually by the management team. The audit of management funds and government funds are done under the supervision of

Superintendent of the college and the Bursar. External Audit: The external audit is conducted regularly by Chartered Accountants, Deputy Director of Collegiate Education and Accountant General's office. External Audits for UGC Funds: The college conducts external financial audit for all the grants received from UGC. The grants for Minor Research Projects, National Seminars, IQAC, General Development Assistance UG grants and General Development Assistance PG grants are verified by Chartered accountants and the utilisation certificates issued by them are submitted to UGC for verification and scrutiny. The rectifcation process based audit findings is done in a quick manner. The remedial actions are initiated by the accounts department and an explanatory note is submitted to the principal and bursar.

File Description	Documents
Paste link for additional information	https://nirmalacollege.ac.in/academic-administrative-audit/
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

27. 40

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The college is deeply committed to mobilizing resources for better fulfilment of its Vision and Mission. An annual institutional budget is prepared and presented by the college bursar before the managing board. The major sources of funds for the college are from the following avenues: a. Central Government

Funds UGC, NAAC, RUSA and ICSSR DST-FIST DBT- STAR fund UGC fund for B.Voc Major and Minor projects Scholarships

b. State Government Funds KSCSTE and KSHEC Grant-in-aid for salary State government fund for NSS State government funds for ASAP, E-grants c. Non-Government Funds Endowment awards Funds raised by departments/associations Students fee from self-financing courses,

d. PTA funds Aid from philanthropists

e. Contribution from teachers

f. Contribution from alumni Financial assistance from management Fund from ALS IAS, New Delhi to Nirmala Civil Service Academy

g. Rents from external bodies for conducting various competitive exams Rent from SIB & SBI for using college premises for ATM

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

1. Faculty Empowerment as per NEP Requirement a. Five Day Hands-on Training on "MOOC Resource Development

b. Two Day Faculty Development Programme on "Performance Appraisal in Academia – New Dimensions" c. Three Day International Professional Development Programme on "Learning Through Gamification: Fun is the Future"

d. Faculty Enrichment Programme on "Role of Teachers in Sustainable Institution Building" During this academic year, faculty members have attended 180 faculty development programmes.

The IQAC organised Refresher Course under the Aegis of PMMMNMTT, Ministry of Education, Government of India

2. 15 collaborations are initiated during this year.

File Description	Documents
Paste link for additional information	nirmalacollege.ac.in/iqac-minutes-and-atr/
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

a. IQAC and the management evaluate the performance of non-teaching staff.

b. Internal Green audit and Gender audit are regular practices in the campus.

c. The institution takes feedback from students on Institutional Performance every year since 2018.

d. IQAC ensures proper conduct of internal examinations and instituted a mechanism for transparent mechanism for evaluation and uploading of marks in the university portal.

e. IQAC has a practice of comprehensive semester wise result analysis to pinpoint strengths and weaknesses of different departments. f. IQAC has devised a ten-point scale questionnaire to evaluate the performance of teachers by the students. g. IQAC devised a mechanism for 360o feedback on curriculum and overall ambience of the college

File Description	Documents
Paste link for additional information	http://nirmalacollege.ac.in/wp-content/uploads/2023/07/SSS-2021-22.pdf
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality	A. All of the above

audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	https://nirmalacollege.ac.in/uploads/2023/07/Annual-report-2021-22.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

At institutional level, Internal Complaints Committee and Gender Sensitisation Cell take active role in promoting gender equity based activities and organising various programmes. Gender sensitisation programmes were organised mainly through online mode during this academic year. The ICC regularly updates information in the UGC Saksham portal. Apart from Annual Awareness Programmes, these cells organised various seminars.

ICC and Women cell have jointly organised 4 programmes on gender equity during this academic year.

The women cell has done done the gender audit of the year.

Specific Facilities Available Fully Protected Campus CCTV Surveillance More than 10 Common Rooms Special Toilets Fitness Rooms Sick Rooms

File Description	Documents
Annual gender sensitization action plan	**Nil**
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://nirmalacollege.ac.in/wp-content/uploads/2022/11/7.1.1.docx

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/power efficient equipment	**A. 4 or All of the above**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Separate colour coded bins for different types of wastes are placed throughout the campus at important vantage points for proper collection and seggregation of wastes. Dedicated vermicompost units are established in the campus for disposal of biodegradable wastes generated through garden trimming and vegetable wastes from the canteen and hostel mess. The food remains/waste is being supplied to the poultry and pig farm. The organic waste thus generated is used in the biogas plant. As per the green protocol the college optimizes the usage of paper by using technology for information sharing and documentation. The use of single use plastic is strictly banned within the campus. Plastic bottles are collected by the students and recycled by using as planters in our garden or recycled using plastic shredding unit which is later used for paving the roads with in the campus.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	**A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	**A. Any 4 or All of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the	**A. Any 4 or all of the above**

following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	[View File](#)
Certification by the auditing agency	[View File](#)
Certificates of the awards received	[View File](#)
Any other relevant information	[View File](#)

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Policy documents and information brochures on the support to be provided	[View File](#)
Details of the Software procured for providing the assistance	[View File](#)
Any other relevant information	[View File](#)

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Nirmala College, Muvattupuzha always provides an inclusive environment for all types of diversities and ensures accessibility in terms of resources, infrastructure, curriculum delivery, teaching learning resources and assessment. Some of the initiatives with regard to this in the academic year 2021-22 are given below.

A. The Postgraduate and Research Department of English and Literature Club jointly organised a literary workshop on 14.12.2021. Sri. Kalpatta Narayanan inaugurated the workshop. B. The college also organised an expert talk on " Inter-disciplinary studies and knowledge production" on 23.11.2021. Dr. Aju K Narayanan, School of Letters, MG University, Kottayam was the resource person.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)
Any other relevant information	[View File](#)

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Nirmala College sensitises its employees and students to the constitutional obligations in multiple ways. Apart from giving awareness with regard to the same through institution wide campaigns and borads, the various clubs & cells organise prgrammes to make the students responsible citizens. The specific initiatives are given below.

Cleaning the campus of Govt. Model HSS, Muvattupuzha on 29.10.2021

Computer literacy programme for Kudumbasree Women in Avoly Panchayat on 06.10.2021

Honouring the parents of officers who served Navy, Army and Airforce departments on 11.08.2021.

Snehasparsham - Financial assistance to Marginalisedd group on 30.07.2021.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://nirmalacollege.ac.in/wp-content/uploads/2022/11/7.1.9.docx
Any other relevant information	http://nirmalacollege.ac.in/wp-content/uploads/2022/11/7.1.9.docx

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**A. All of the above**

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The college has organised events, lectures and programmes with regard to important commemorative days through online mode this year. The important among them are given below.

A. World Environment Day – June 05, 2021 – Department of Zoology, Department of Management Studies B. World Tourism Day – September 27, 2021 – Department of Tourism C. National Tourism Day – January 25, 2021– Department of Tourism D. World Heritage Day –

April 18, 2021 – Department of Tourism E. World Ozone Day
Celebration – September 16, 2021, Department of Physics and
Department of Physics. F. Reading Day – June 19, 2021, Department
of Malayalam and Department of Hindi G. World Entrepreneurship
Day – August 21, 2021, Institution Innovation Council. H. GST Day
– July 1, 2021, Department of Commerce I. Global Parents Day –
June 01, 2021, Department of Commerce SF J. International Yoga
Day – June 22, 2021, Department of Computer Science

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practice I: Student Learning Andragogy 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 Best Practice II: Nirmala Social Connect 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

File Description	Documents
Best practices in the Institutional website	https://nirmalacollege.ac.in/uploads/2023/07/Best-Practices-2021-22.pdf
Any other relevant information	https://nirmalacollege.ac.in/uploads/2023/07/Best-Practices-2021-22.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Nirmala Learning Hub

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**

Some activities done as part of this initiative during this academic year are mentioned below.

Nirmala College in association with Teaching Learning Centre, University of Delhi under the aegis of Ministry of Education, Government of India (Pandit Madan Mohan Malaviya National Mission on Teachers and Teaching) organised Two week interdisciplinary refresher course/FDP on Research Methodology during September21-October 05, 2021.

The IQAC of the college has organised a Three Day Professional Development Programme on "Learning through Gamification: Fun is the Future" during 22-24, September 2021.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

1.Creation of Digital Knowledge

2. Funded Seminars and Conferences

3.FDP on OBE and other NEP themes including FYUGP

4. More investment inDigital Infrastructure.

5. Enhance student support measures

6. Special focus on SDGs

7. Increase in research output

8.Collaborative Programmes for Skill Development