

# ANNUAL QUALITY ASSURANCE REPORT

(AQAR)

2014-'15



## MES PONNANI COLLEGE, PONNANI

*(Government Aided Institution affiliated to the University of Calicut;  
Reaccredited by NAAC with 'A' Grade)*

**Ponnani South-PO, Malappuram-Dist., Kerala-679586**

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*Submitted to*



**राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्  
विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**The Annual Quality Assurance Report (AQAR) of the IQAC**  
**PART - A**

<b>AQAR for the year</b>	2014 - 2015
<b>1. Details of the Institution</b>	
1.1. Name of the Institution	MES PONNANI COLLEGE
1.2. Address Line 1	PONNANI SOUTH-PO
Address Line 2	PONNANI
City / Town	MALAPPURAM
State	KERALA
Pin Code	679586
Institution E-mail address	principal.mesponnani@gmail.com
Contact Nos.	+91 494 266 6077
Name of the Head of the Institution	Prof. A.M. RASHEED
Tel. No. with STD Code	+91 494 266 9788
Mobile	+91 9446 409 795
Name of the IQAC Co-ordinator	Dr. K. RANJEET
Mobile	+91 9744 171 986
IQAC E-mail address	iqac.mesponnani@gmail.com

1.3. NAAC Track ID

OR

1.4. NAAC Executive Committee No. & Date

1.5. Website address

Web-link of the AQAR

1.6. Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1.	1 <sup>st</sup> Cycle	B+	76.70	2005	2010
2.	2 <sup>nd</sup> Cycle	A	3.02	2012	2017

1.7. Date of Establishment of IQAC

1.8. Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

- i. AQAR 2012-'13      01/02/2014
- ii. AQAR 2013-'14      13/10/2015

1.9. Institutional Status

University      State       Central       Deemed       Private

Affiliated College      Yes       No

Constituent College      Yes       No

Autonomous college of UGC      Yes       No

Regulatory Agency approved Institution (eg., AICTE, BCI, MCI, PCI, NCI)      Yes       No

Type of Institution	Co-Education	<input checked="" type="checkbox"/>	Men	<input type="checkbox"/>	Women	<input type="checkbox"/>
	Urban	<input type="checkbox"/>	Rural	<input checked="" type="checkbox"/>	Tribal	<input type="checkbox"/>
Financial Status	Grant-in-aid	<input checked="" type="checkbox"/>	UGC 2(f)	<input checked="" type="checkbox"/>	UGC 12(b)	<input checked="" type="checkbox"/>
	Grant-in-aid + Self-financing	<input type="checkbox"/>	Totally Self-financing	<input type="checkbox"/>		

1.10. Type of Faculty/Programme

Arts	<input checked="" type="checkbox"/>	Science	<input checked="" type="checkbox"/>	Commerce	<input checked="" type="checkbox"/>	Law	<input type="checkbox"/>	PEI (Phys Edu)	<input type="checkbox"/>
TEI (Edu)	<input type="checkbox"/>	Engineering	<input type="checkbox"/>	Health Science	<input type="checkbox"/>	Management	<input type="checkbox"/>		
Others (Specify)	<input type="text"/>								

1.11. Name of the Affiliating University

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

Autonomy by State/Central Govt. /University

University with Potential for Excellence

UGC – CPE

DST Star Scheme

UGC – CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*specify*)

UGC-COP Programmes

## 2. IQAC Composition and Activities

2.1.	Number of Teachers	9								
2.2.	No. of Administrative/Technical staff	1								
2.3.	No. of students	1								
2.4.	No. of Management representatives	2								
2.5.	No. of Alumni	2								
2.6.	No. of any other stakeholder and community representatives	2								
2.7.	No. of Employers/ Industrialists	1								
2.8.	No. of other External Experts	1								
2.9.	Total No. of members	19								
2.10.	No. of IQAC meetings held	3								
2.11.	No. of meetings with various stakeholders	Nos.	<input type="text" value="3"/>	Faculty	<input type="text" value="3"/>					
	Non-Teaching Staff and Students	<input type="text" value="1"/>	Alumni	<input type="text" value="1"/>	Others	<input type="text"/>				
2.12.	Has IQAC received any funding from UGC during the year?	Yes	<input type="text"/>	No	<input checked="" type="checkbox"/>					
	If yes, mention the amount	<input type="text" value="-"/>								
2.13.	Seminars and Conferences (only quality related)									
(i)	No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC									
	Total Nos.	<input type="text" value="2"/>	International	<input type="text" value="-"/>	National	<input type="text" value="-"/>	State	<input type="text" value="-"/>	Institution Level	<input type="text" value="2"/>
(ii)	Themes	<ul style="list-style-type: none"> <li>• Introduction to PBAS and API for Career Advancement Scheme (CAS)</li> <li>• Academic retreat : SWOT analysis for quality assurance of the institution</li> </ul>								

2.14. Significant Activities and contributions made by IQAC

- IQAC creatively interfered to enhance quality of teaching-learning process by ensuring that the planned activities were carried out in a time-bound manner.
- IQAC has developed a bridging mechanism between the various stakeholders of the institution for the timely actions in the areas of infrastructure, students' grievance redressal, teachers' research related endeavours, imparting ICT training to the non-teaching community and inviting active participation of the management in the overall development of the institution.

2.15. Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year\*

Plan of Action	Achievements
<p>All departments of the college will be organising activities in connection with Golden Jubilee Celebrations of the institute</p>	<ul style="list-style-type: none"> <li>• The department of Aquaculture organised lectures by eminent scientists on 17/8/14, 19/9/14, 4/11/14, 15/11/14, 24/11/14. They have also conducted an Exhibition on Ornamental fishes (Matsya 2014) was held on 2<sup>nd</sup> and 3<sup>rd</sup> December 2014.</li> <li>• The Department of Physics conducted various programmes under the title COMPOP'14 (Career Outlook and Mathematical Philosophy of Physics) from 11/10/14 to 14/10/14. During 13<sup>th</sup> and 14<sup>th</sup> October, the department organized an exhibition named 'ATOMUS' containing various types of still models and working models based on simple physical applications.</li> <li>• The Department of Computer Science conducted various programmes under the title CoSciEx 2K14.</li> <li>• The Department of Zoology organised exhibition.</li> <li>• Dept. of Commerce organised 4G Expo, an exhibition on 8-9 December 2014.</li> <li>• Department of Geology organised Golden Jubilee Lecture Series (GLecs'14) and Open House exhibition (OPEX'14)</li> </ul>

Student skill support programmes	<ul style="list-style-type: none"> <li>• Department of Physics organised a seminar titled “CATCH YOUR DREAMS”: Career-It’s more than just pursuing a profession”. Mrs. T.V. Anupama IAS (Food Safety commissioner &amp; Additional Director (General) of Kerala Tourism) has inaugurated the function on 11<sup>th</sup> Oct 2014.</li> <li>• Department of Commerce organised a class on the preparation of project report to PG students.</li> <li>• Department of Commerce have also organised Business Quiz “BOOK” and 24/10/2014 and a Seminar on cyber-crimes.</li> <li>• Additional Skill Acquisition Programme (ASAP), Scholar Support Program (SSP) and Walk with a Scholar (WWS) Programmes continued with full vigour.</li> </ul>
Extension & Outreach	<ul style="list-style-type: none"> <li>• Department of Physics organised a seminar on ‘Tips for house hold energy conservation’ was held exclusively for the homemakers who are the life members of Ponnani City Welfare Forum and the parents. This program was organized in collaboration with KSEB Ponnani.</li> <li>• Brand name for the value added fishery products prepared by the Department of AQFM was launched on 2<sup>nd</sup> December 2014.</li> <li>• National Service Scheme (NSS) Regular and Special camps gave special attention to reach out to the community.</li> </ul>
Enhancement of teacher competence	<ul style="list-style-type: none"> <li>• A programme for teachers to get acquainted with the new PBAS scheme and calculation of API scores were conducted.</li> <li>• Teachers were encouraged to take up research projects</li> </ul>
Research Promotion	<ul style="list-style-type: none"> <li>• A grand total of Rs. 33.468 Lakhs was received by the college in terms of research grants for projects, seminars, and workshops taken up by the teachers of the college.</li> </ul>

Infrastructure development	<ul style="list-style-type: none"> <li>• Preliminary discussions were held so that the college can go for FIST funding by the DST.</li> </ul>
Celebration of important days	<ul style="list-style-type: none"> <li>• In connection with the observance of National Science Day (NSD-SCIRE'15), celebrations Department of Physics, organized two-day Science seminar series and Quiz for the students of parent and neighbouring colleges on 25<sup>th</sup> March 2015.</li> </ul>

*\*Attach the Academic Calendar of the year as Annexure*

2.16. Whether the AQAR was placed in statutory body Yes  No

Management  Syndicate  Any other body  College Council

Provide the details of the action taken

The management and college council approved the AQAR



## PART - B

### Criterion - I

#### 1. Curricular Aspects

##### 1.1. Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added/ Career Oriented programmes
PhD	2	-	-	-
PG	6	-	-	-
UG	9	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	2	-	-	2
Others	-	-	-	-
<b>Total</b>	<b>19</b>	<b>-</b>	<b>-</b>	<b>2</b>
Interdisciplinary	1	-	-	-
Innovative	1	-	-	-

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

- Choice Based Credit and Semester System (CBCSS) are available for both UG & PG programmes. The institute offers ten open courses during the fifth semester of UG Programmes. One core course is elective in the sixth semester of all UG programmes.

##### (ii) Pattern of programmes

Pattern	Number of programmes
Semester	15 (9 UG + 6 PG)
Trimester	-
Annual	4 (2 PhD+ 2 Certificate)

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

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

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

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

- The earlier Choice Based Credit Semester System (CBCSS) for UG Curriculum has been modified w.e.f. 2014 for affiliated colleges under the University of Calicut. The revised regulation termed as CUCBCSS UG Regulations has been implemented w.e.f. 2014 admission, for all UG programme.

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

NIL

## Criterion - II

### 2. Teaching, Learning, and Evaluation

#### 2.1. Total No. of permanent faculty

Total	Assistant Professors	Associate Professors	Professors	Others
53	37	15	-	1

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

12
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#### 2.3. No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Assistant Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
1	10	-	-	-	-	3	-	-	-

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

12
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-
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2
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#### 2.5. Faculty participation in conferences and symposia

No. of Faculty	International level	National level	State level
Attended	2	31	5
Presented papers	2	23	
Resource Persons	-	1	3

#### 2.6. Innovative processes adopted by the institution in Teaching and Learning

- Introduction of activity based learning to the students of all departments by organising department-wise exhibitions. This also gave the students a chance to improve their skills in team-building, creative utilisation of talents and oratory skills.

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

186
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2.8. Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

- The institute follow a continuous assessment mechanism for evaluating progress of the students. The continuous internal assessment system provides freedom to every teachers handling the respective courses in deciding their internal assessments based on the uniqueness of the course as approved by the Department Council.
- The institute with the advice of college council conducts two written examinations as a part of internal assessment in every semester.
- Department councils are entrusted to decide on the nature of remaining internal assessments such as Quiz, MCQs, Field visits, mini projects, Team projects, Seminar, Online examinations etc.

2.9. Average percentage of attendance of students

86

2.10. No of faculty members involved in curriculum restructuring/ revision/syllabus development as member of Board of Studies / Faculty / Curriculum development workshop

7

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2.11. Course/Programme wise distribution of pass percentage

Title of the Programme	Total no. of students appeared	Division (%)				
		Distinction	I Class	II Class	III Class	Pass%
BA Economics	48	-	37.83	56.75	5.40	77.08
BA English Language & Literature	First Batch	-	-	-	-	-
BBA	First Batch	-	-	-	-	-
B.Com.	58	12.70	41.80	32.70	12.70	95.00
B.Sc. Chemistry	40	37.90	51.70	10.30	-	72.50
B.Sc. Computer Science	30	14.00	73.00	13.00	-	90.00
B.Sc. Geology	33	18.18	81.82	-	-	81.80
B.Sc. Physics	31	52.17	47.83	-	-	74.20
B.Sc. Zoology	28	54.00	46.00	-	-	86.00
MA Economics	17	-	-	52.94	47.05	100
M.Com.	15	13.30	26.70	60.00	-	100
M.Sc. Aquaculture & Fishery Microbiology	10	-	100	-	-	100
M.Sc. Applied Geology	9	11.11	88.88	-	-	100
M.Sc. Physics	12	54.54	36.36	9.09	-	91.70

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

- IQAC monitors and facilitate the activities of the College council in all respects. Make it sure that class PTA meetings are convened after each semester examinations.
- The tutorial sessions are encouraged and tutors are treated as the local guardians of their wards.
- Students are selected for various activities and awards and scholarships based on the recommendations by the tutor only.
- Teachers are encouraged to use the technology tools in delivering lectures and students are also introduced to the skills in these areas.

2.13. Initiatives undertaken towards faculty development

Faculty/Staff Development Programmes	Number of faculty benefitted
Refresher courses	5
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	5
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	1
Summer / Winter schools, Workshops, etc.	11
Others (Seminars/Conference)	6

2.14. Total No. of permanent faculty

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	21	7	-	-
Technical Staff	1	-	-	-

### Criterion – III

#### 3. Research, Consultancy and Extension

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

- PG students are introduced to the research areas by inviting faculty and scientists from various institutes for deliberations.
- Teachers are encouraged to participate in seminars, conferences and workshops.
- Faculty with doctoral degree are encouraged to obtain the guideship and thereby to intensify their research activities.
- Projects and dissertations of the students are selected in such a way that they get exposure to various scientific institutes and state-of-the-art laboratories.

##### 3.2. Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	2	-	-
Outlay in Rs. Lakhs	-	19.838	-	-

##### 3.3. Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	4	11	4	-
Outlay in Rs. Lakhs	2.95	9.95	4.57	-

##### 3.4. Details on research publications

	International	National	Others
Peer Review Journals	8	2	-
Non-Peer Review Journals	-	-	1
e-Journals	-	-	1
Conference proceedings	3	19	-

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

Range 0.6-2.0    Average 1.05    h-Index 3.0    Nos. in SCOPUS 56

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	3/2	UGC; DoECC	19.838	16.148
Minor Projects	2	UGC	11.3	7.345
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(Other than compulsory by the University)</i>	1	KSCSTE; DoECC	0.48	0.48
Any other (Specify)	2 Days	UGC, KSCSTE	1.85	1.4875
<b>Total</b>			<b>33.468</b>	<b>25.4605</b>

3.7. No. of books of published i) with ISBN  Chapters in Edited Books   
 ii) without ISBN

3.8. No. of University Departments receiving funds from  
 UGC-SAP  CAS  DST-FIST   
 DPE  DBT Scheme/funds

3.9. For Colleges UGC-SAP  CPE  DBT Star Scheme   
 DPE  CE  Any Other (specify)

3.10. Revenue generated through consultancy

3.11. No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		2			8
Sponsoring Agencies		UGC, KSCSTE			Chemistry Association, PTA, Department of Geology

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

3.13. No. of collaborations International  National  Any other

3.14. No. of linkages created during this year

3.15. Total budget for research for current year in lakhs

From funding agency  From Management of University/College

Total

3.16. No. of patents received this year

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

3.17. No. of research awards/recognitions received by faculty and research fellows of the institute in the year

Total	International	National	State	University	Dist	College
NIL	-	-	-	-	-	-



- 3.18. No. of faculty from the Institution, who are Ph.D., guides   
and students registered under them
- 3.19. No. of Ph.D. awarded by faculty from the Institution
- 3.20. No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)  
JRF  SRF  Project Fellows  Any other
- 3.21. No. of students Participated in NSS events  
University level  State level   
National level  International level
- 3.22. No. of students Participated in NCC events  
University level  State level   
National level  International level
- 3.23. No. of Awards won in NSS  
University level  State level   
National level  International level
- 3.24. No. of Awards won in NCC  
University level  State level   
National level  International level
- 3.25. No. of Extension activities organized  
University forum  College forum   
NCC  NSS  Any other

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

- As a part of the Golden Jubilee of MES, various departments have conducted varieties of programmes under the college level Mega Exhibition “VIVIA-2014”:
  - Under VIVIA 2014, the commerce department have organised ‘4G EXPO’ for computer games, awareness on CCTV Surveillance Remote Controlling System;
  - Department of Economics in association with Ponnani City Welfare Forum conducted two-day skill development workshop named SWASRAYA for selected women of Ponnani Municipality during 10th and 11th December 2014.
  - The Physics department conducted varieties programs in connection MES Golden Jubilee, under the title ‘COMPOP 14’ from 11-10-14 to 14-10-14. Notable ones include the exhibition called “ATOMUS”, with still and working models.
  - The department of Chemistry organised a National Seminar on ‘Recent Advances in Chemistry. The department also arranged an exhibition CHROMA ’14, as part of MES Golden Jubilee Celebrations
  - The Department of Geology organised Golden Jubilee Lecture Series (GLecs’14) and Open House exhibition (OPEX’14)
- A seminar on “Innovative Practices Entrepreneurship”, was organised by ED Club.
- Physics department have organised a seminar on ‘Numerical Analysis Python Programming’.
- Another career oriented seminar titled ‘CATCH YOUR DREAMS’ was conducted on 11<sup>th</sup> October 2014, in which T.V Anupama IAS addressed the students.
- Awareness program on “RELEVANCES AND METHODS OF HOUSE HOLD ENERGY-CONSERVATION” was conducted for house wives of Ponnani municipality, in association with KSEB
- The institute opened its gate to the high school students of Ponnani Taluk by organising an Open house exhibition
- Alumni Association of the institute organised a Grand Alumni Meet – “Ponnala 2014”. The meet was a great success with the participation of around 700 alumni and their family. The alumni association honoured former professors in the event. It was also witnessed the institution of new scholarship schemes and distribution of scholarship amounts, Prof. A.V. Moideen Kutty memorial lifelong scholarship (instituted by MESPO Abu Dhabi) and another one instituted by MESPA Dubai.
- The alumni association of Geology department have conducted an awareness class on water conservation.

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1. Details of increase in infrastructure facilities

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	25 Acres	-	-	25 Acres
Class rooms	45	-	-	45
Laboratories	16	-	-	16
Seminar Halls	7	-	-	7
No. of important equipment purchased ( $\geq$ 1.0 lakh) during the current year.	-	1	UGC; DoECC	7
Value of the equipment purchased during the year (Rs. in Lakhs)	-	25 Lakhs	UGC Special Assistance	25 Lakhs
Others	-	-	-	-

#### 4.2. Computerization of administration and library

<ul style="list-style-type: none"><li>• Admission and registration related data of the students, Pay-roll related data of the teaching and non-teaching staff (SPARK) and data regarding college library have been computerised in due manner.</li><li>• College continued its subscription to INFLIBNET and access to the same have been provided to all stake-holders of the institution</li><li>• Student scholarship are registered and availed through e-grants.</li><li>• Internal assessment details are conveyed to the University via online.</li><li>• Office has WiFi and wired broadband connection. Entire administrative machinery is interconnected through LAN</li></ul>
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#### 4.3. Library services

Items	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	33735	-	714	393014	34449	-
Reference Books	2240	-	-	-	2240	-
e-Books	-	-	-	-	-	-
Journals	88	-	-	-	88	-
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	500	-	-	-	500	-
Others (specify)	-	-	-	-	-	-

4.4. Technology upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	78	4	42	1	1	6	16	-
Added	3	-	-	-	-	-	-	-
Total	81	-	-	-	-	-	-	-

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

- Conducted one-day workshop on “MS Office Suite” for UG Students by the Department of Commerce
- A Seminar organised by the Department of Commerce on the topic Online Banking
- Department of Geology organised orientation for PG students and research scholars on the usage of INFLIBNET

4.6. Amount spent on maintenance in lakhs

i) ICT	1.03
ii) Campus Infrastructure and facilities	8.00
iii) Equipment	1.50
iv) Others	-
<b>Total</b>	<b>10.53</b>

## Criterion – V

### 5. Student Support and Progression

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

- IQAC arranged induction-cum-orientation programme to newly enrolled students of UG and PG courses during the first week of enrolment.
- Regularly monitors the academic progression of students and interacts with department authorities to impart effective learning.
- Arranged remedial coaching for slow-learners, wherever necessary.
- Tutorial and PTA sessions were arranged for all classes.
- Tutors of individual classes were entrusted with the duty of ensuring the availability of student support services (including e-grants, scholarships, counselling services etc) to their wards.
- Passes regular information to students about availability of scholarships, higher education, career and competitive examination opportunities
- IQAC ensures active participation of students in research by providing awareness classes on available internship as well as funding schemes offered by various funding agencies.

#### 5.2. Efforts made by the institution for tracking the progression

- Class tutors are entrusted with regular monitoring of the academic and overall well-being of their wards. Tutorial sessions were planned in such a way that the relationship among tutor and students is strengthened so that it provides an overall healthy environment.
- The tutor functions as a mentor of the class since he/she is in-charge of their attendance, internal marks etc. and therefore, he/she is in a position to positively influence the progression of the students.
- It is made sure that at least one parent teacher meeting (PTA) is held each in Semester to assess the overall progress of the students.
- The effectiveness of teaching-learning mechanism, thus ensuring academic progress of students are tracked through systematic feedback mechanism

#### 5.3. a) Total Number of students

UG	PG	PhD	Others
1026	165	10	

#### b) No. of students outside the state

7

#### c) No. of international students

NIL

d)	Men	No	%	Women	No	%
		298	24.81		903	75.19

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
56	210	-	841	15	1122	57	218	-	926	11	1201

Demand Ratio

Dropout

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

- Career Guidance Cell occasionally conducts programmes on personality development and communication skills by inviting competent resource persons.
- Every department conducts at least one dedicated session on career opportunities in their own specific subjects and options for higher studies during the academic year end for final semester UG and PG students.
- Institute conducts frequent coaching classes on Entry into Service and Additional Skill Acquisition Programmes (ASAP).
- All PG departments conducted NET-JRF coaching classes

No. of students beneficiaries

5.5. No. of students qualified in these examinations

NET	<input type="text" value="3"/>	SET/SLET	<input type="text" value="-"/>	-	<input type="text" value="-"/>	-	<input type="text" value="-"/>	-
IAS/IPS etc	<input type="text" value="-"/>	-	<input type="text" value="-"/>	-	<input type="text" value="-"/>	-	<input type="text" value="-"/>	-

5.6. Details of student counselling and career guidance

- Career Guidance Cell (CGC) and Student Counselling Cells (SCC) are in operation at the institute.
- CGC with the support of Geology alumni association organized venues for placement drive of Gulf Laboratories Co. WLL, Mannai Corporation, Qatar, a multinational company for Geology students.
- Faculty in-charge of the Student Counselling Cell, with the help of class tutors identifies students facing difficulties related to academic as well as family issues. SCC arranged help and support of professional counsellors, whenever necessary.
- SCC arranged regular introductory sessions on departmental basis on stress/emotional problems. Classes and sessions are held regularly once every month.

No. of students beneficiaries

### 5.7. Details of campus placement

On Campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
1	19	4	5

### 5.8. Details of gender sensitization programmes

- Women’s grievance cell and cell for prevention of Sexual Harassment under the common umbrella term of Women Development Cell (WDC) are functioning in the College with a vision to address any grievances that are reported against the women staff and girl students. The WDC frequently carried out awareness programme for girl students
- The department of Physics conducted a workshop for home-makers on “Best practises of House Hold Energy Conservation”

### 5.9. Students’ Activities

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

State/University level  National level  International level

#### No. of students participated in cultural events

State/University level  National level  International level

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

Sports : State/University level  National level  International level

Cultural : State/University level  National level  International level

### 5.10. Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government	820	15,99,375
Financial support from other sources	30	1,49,000
Number of students who received International/ National recognitions	7	73,000

5.11. Student organised / initiatives

Fairs :                      State/University level  National level  International level

Exhibition :                      State/University level  National level  International level

5.12. No. of social initiatives undertaken by the students

5.13. Major grievances of students (if any) redressed



## Criterion – VI

### 6. Governance, Leadership and Management

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

<b>Vision:</b>	Ponnani of yore is known as the Seat of LEARNING. Our vision is to regain this past catchword
<b>Mission:</b>	To work for the educational, social, cultural and economic advancement of the people of the region, especially the minority and backward classes in general and fishermen population in particular.

#### 6.2. Does the Institution has a management Information System

- |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"><li>• Though the College does not possess a definitive computerised on-line management information system, an off-line system is established for collecting, recording and processing of all academic, administrative activities.</li><li>• All the departments, office administration, office of the Principal, and IQAC come under LAN, thereby enabling easy communication and document transaction.</li><li>• Student admissions, e-grants disbursal, internal grade uploading and staff salary bill submission are fully on-line.</li><li>• Updation of all activities and achievements in the College website regularly.</li><li>• The policy decisions are taken after thorough discussions and the resolutions are well circulated among all levels of the staff and management.</li></ul> |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

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

##### 6.3.1. Curriculum Development

- |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"><li>• Since college enjoys the status of an affiliated College of the University of Calicut, it has only limited scope to develop curriculum own its own. However, many faculty members of various departments are officiating either as Chairman and/or members of concerned board of studies in UG and PG level making the institutional representation in communicating the suggestions on curriculum development.</li><li>• The institute had developed the syllabi for various career oriented Add-on/certificate programmes sponsored by UGC.</li></ul> |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

### 6.3.2. Teaching and Learning

- In order to sustain quality of teaching, management has made it sure that meritorious candidates with good academic and research records are appointed at Assistant Professor Level.
- General academic calendar and timetable were prepared under the strict monitoring of College Council and IQAC that ensures effective teaching hours for lecture classes and practical sessions.
- Concerned teachers record attendance on regular basis and transfer to the administrative section.
- Majority of the faculty members are handling lecture classes with the aid of ICT. Similarly, students are encouraged to present their seminars as PowerPoint presentation using multi-media techniques.
- IQAC takes regular feedback from students about teaching-learning processes and conducts meeting with faculty members for enhancement of the teaching techniques.
- Field sessions are conducted as a part of several UG and PG programmes.
- Teachers also equip themselves by participating in Refresher Courses and other Faculty Development Programmes.

### 6.3.3. Examination and Evaluation

- As an affiliated institution, the College follows the examination pattern and schedule implemented by the University of Calicut.
- IQAC makes it sure that general academic calendar of the University of Calicut is followed in such a way that the internal examinations of the respective semesters are held in time.
- The college has separate committees to conduct internal and the university examinations.
- Class Tests and oral tests and internal examinations are held regularly in all subjects. Group discussions are also adopted.
- Model tests on practical are also held in lab-based subjects
- Special sessions are held after grades submission of internal examinations to identify and analyze the strength and weaknesses of the students. Class level PTA meetings are conducted and corrective measures are taken thereafter.
- The internal examination committee conducts two examinations in each semester.
- The internal scores will be countersigned by Head of the Department and will be published in department notice board.
- Grievances, if any, will be redressed either at the department level or at the Grievance redressal committee level.
- IQAC is entrusted to oversee all the processes related to University as well as internal examinations and continuous evaluations.

#### 6.3.4. Research and Development

- The College has a Research Promotion Council (RPC) with members consisting of faculty members who are recognized research guides of the University of Calicut
- RPC is holding monthly meetings to undertake paper presentations and discussions on research activities.
- PG and research students are encouraged to participate in the meetings and present papers and also to express their views.
- RPC provides regular updates to faculty members on the available funding opportunities from time to time and encourage them to seek research grants from various funding agencies.
- Faculty members are given all support to pursue research degree and Post-Doctoral works.
- Teachers are also granted duty leave for participation and / or paper presentation in seminars/ workshops.

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

- The college library facilitates book transactions through fully computerized, barcode enabled circulation system.
- New books, journals and e- resources are added in the library based on the suggestions of the Library Advisory Committee.
- Provided access to e-journals, e-books through INFLIBNET
- The laboratories are upgraded with new equipment as per the requirements.
- Every department is provided with adequate number of computers, Laptops, printer cum scanners, LCD projectors and supports ICT enabled learning.
- All the departments have internet connectivity
- Website upkeep committee is entrusted with keeping website up to date.
- Construction of new building is underway to accommodate more classroom

#### 6.3.6. Human Resource Management

- A decentralized and participatory administration mechanism involving teaching and non-teaching staff is introduced for efficient human resource management.
- In addition to teaching and research, the faculty members are assigned with the responsibility to coordinate the activities of one or more co-curricular and extracurricular clubs and forums, which helps in the integral growth of students.

#### 6.3.7. Faculty and Staff recruitment

- Faculty and staff recruitments are done as per UGC and University guidelines under an open system process through advertisements published in leading newspapers inviting applications from qualified candidates.
- The management of the institute recruits staff in two modes:
  - i. Since the institute enjoys the privilege of Minority Society status, 50% of the total vacancies are usually reserved for Muslim candidates
  - ii. In the remaining 50% seats, the institute follows Equal Employment Opportunity Policy, where all the potential candidates are treated equally irrespective with regard to race, religion, ethnic origin, age (as per norms), sex, sexual orientation, gender identity, gender expression, disability, or any other classification.
- Whenever there arises a vacancy, management of the institute recruit faculty and staff members on ad-hoc or contract basis to avoid the delay in the formalities of appointing regular faculty or staff.

#### 6.3.8. Industry Interaction/Collaboration

- The institute holds strong academic as well as industrial linkage with national research centres such as Geological Survey of India (GSI), National Centre for Earth Science Studies (NCESS), Central Marine Fishery Research Institute (CMFRI), Central Institute of Fisheries Technology (CIFT), Centre for Water Resources Development and Management (CWRDM), Marine Products Export Development Authority (MPEDA), etc.
- The academic linkages are effectively utilised to train students and also to carry out research works as well as dissertation work at such centres.
- Various departments regularly conducts industrial visit sessions and invite experts from industry to present emerging trends and opportunities in the concerned industry.

#### 6.3.9. Admission of Students

- Admission process to various UG and PG programmes was through a single window arrangement of the affiliating University of Calicut, called Centralized Admission Process (CAP). This system offers facility for online submission of single application for admission to various degree programmes in multiple colleges affiliated to the University.
- As a minority-management institution, 20% of the seats are reserved for the community and 20% under management quota. In the remaining seats 40% is open under merit category and 20% reserved for SC and ST candidates. Apart from these, special allocations are given to differently-abled candidates and students having proven achievements in sports and games. However, all the admission procedures are carried out strictly following the government-regulated policies.

- The College website, prospectus and handbook contain information about the institution and the programmes offered. The prospectus that highlights the details of various programmes of the College is prepared every year prior to the commencement of admissions. The prospectus also gives details of eligibility norms for admission
- The use of ICT has facilitated the admission process and has reduced the amount of paperwork as well as the use of paper.
- The Principal constitutes an admission committee to monitor the admission procedure. The CAP system places certain restrictions on the part of the college in flexibility of student selection process. The College is also committed in serving the economically and socially marginalised sections of society and to this end, privileges them in the admission process under management quota.

6.4. Welfare schemes for

Teaching staff	The institute extends all the welfare schemes offered to faculty falling under the UGC as well as state government norms such as maternity leave; GPF, Facility to avail loan, Group insurance, all admissible leave, LTC, etc.
Non-teaching staff	The institute extends all the welfare schemes offered to staff falling under the state government norms such as maternity leave; GPF, Facility to avail loan, Group insurance, all admissible leave, etc.
Students	Students are also provided with many welfare schemes including career guidance, government aid for minorities as well as backward communities, various scholarships, tutorial classes, remedial coaching etc. As per university norms students are entitled to avail maternity leave.

6.5. Total corpus fund generated (in Lakhs)

66.74

6.6. Whether annual financial audit has been done

Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Agency
Academic	Yes	Deputy Director of Collegiate Education	Yes	IQAC
Administrative	Yes	Deputy Director of Collegiate Education	Yes	Management (Chartered Accountant)

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

For UG Programmes	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
For PG Programmes	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>

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

- As an affiliated college, the institute strictly follows the rules and regulations of the University, therefore, the scope for examination reforms from the part of the institute is minimal. However, possible changes are effected in the conduct of internal examinations.
- University provides ICT enabled uploading of internal marks and the tutors are effectively utilising the mechanism.
- The institute is provided with a unique username and password to access the University online registration website to get the students registered for examinations as well as to download and distribute their hall-tickets.
- Attendance of the candidates appearing for various University examinations are informed to the University through on-line facility provided for the same.

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

Does not apply

6.11. Activities and support from the Alumni Association

- The MES Ponnani Alumni Association instituted yearly scholarships worth 1.5 lakhs
- A grand alumni meet named "PONNALA '14" was held during the year. The alumni meet brought together teachers and students of the college since the year of inception.
- Apart from general alumni association of the college, individual department alumni associations such as the alumni association of Geology department has conducted a campus placement drive, and acted as resource person for various lecture series, and offered scholarships to its students.

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

- PTA is actively involved in the day-to-day functioning of the college.
- PTA executive committee meets regularly to discuss the feedbacks from students and parents, also to discuss and decide the beneficiaries of various schemes offered by PTA.
- The major shares of the fund collected under the auspices of PTA is utilised for distributing financial support and scholarships to the needy as well as meritorious students, assistance to fine-arts and sports events.

#### 6.13. Development programmes for support staff

- Regular training is imparted to office administrators on Office automation software thereby enabling them to work easily on web-based day-to-day administrative procedures such as SPARK software, e-grants, scholarships portals, university on-line registration portal etc.

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

- The institution with the support of governmental funding agencies such as Kerala State Council for Science Technology and Environment (KSCSTE) and Directorate of Environment and Climate Change (DoECC) is making all efforts to convert the campus into green and clean.
- In this effort, plastic is banned on the campus.
- The institution has a well-maintained herbal garden and is expanding year by year with addition of new plants.
- Nature club makes all effort to sensitize the students towards the need of keeping the eco system green and clean.
- A biodiversity conservation project named “Santhisthal” with the support of Kerala State Biodiversity Board is Established.

## Criterion – VII

### 7. Innovations and Best Practices

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

- Uniform and identity tags for students have been introduced
- The college installed CCTV cameras in its premises for better surveillance and safety of the students.
- Academic Audit was carried out by all Departments under the supervision of IQAC with a view to enhance teaching-learning process,
- Innovative pedagogical strategies such as problem-solving, case studies, project-based learning, peer-teaching, and experiential learning were introduced at UG learning.
- Innovative programmes like Additional Skill Acquisition Programme (ASAP), Walk with Scholar (WWS) programme and Scholar Support Programme (SSP) of Department of Higher Education, Govt. of Kerala were continued.

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

- As a part of Golden Jubilee Celebrations of MES, various departments have conducted a variety of programmes such as exhibition, lecture series, extension activities.
- Innovative programmes such as Additional Skill Acquisition Programme (ASAP), Scholar Support Program (SSP) and Walk with a Scholar (WWS) Programmes continued with full vigour.
- A programme for teachers to get acquainted with the new PBAS scheme and calculation of API scores were conducted.
- Faculty members have prepared research project proposals based on the discussions with Research Promotion Council, thereby producing a grand total of Rs. 33.468 Lakhs as research grants for projects, seminars, and workshops taken up by the teachers of the college.
- A committee was constituted to prepare and submit proposal under FIST schemes of the DST.
- Several programmes were organised as part of international days of observance such as World Environment Day, Ozone Day, Science day etc.



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

- The college adopts an environment friendly policy in all its routine endeavours
- The college has introduced uniform dress code for all the students, which ensured uniformity among students who are otherwise belonging to socially and financially different groups.

7.4. Contribution to environmental awareness/protection

- Environmental committees such as Nature Club, Biodiversity Club, Bhoomithrasena are functioning in the college and are very active in making the campus green and plastic free conducting talks on environment related issues
- The Environmental Awareness Campaign entitled “Paaristhithikam”, supported by the Dept. of Environment & Climate Change, Govt. of Kerala was actively done in the month of January 2015. It brought out a booklet in Malayalam entitled “Oorjjasusthirathakku Oorjjasaaksharatha”, highlighting the importance of Energy literacy.
- The department of Physics conducted a workshop for home-makers on “Best practises of House Hold Energy Conservation”
- The college is having an Herbal garden
- The institute adopts energy efficient lighting
- Several panels upholding the importance of environmental conservation is displayed throughout the campus.
- The college ensures safe disposal of laboratory wastes

7.5. Whether environmental audit was conducted

Yes

No

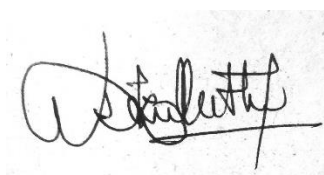
7.6. Any other relevant information the institution wishes to add

<b>Strength</b>	<ul style="list-style-type: none"> <li>• A pioneer minority institution in the backward area with 80% of girls students for higher education. The only higher education institution in Ponnani Municipality</li> <li>• Good interpersonal relationship between teachers, non-teaching staff and students</li> <li>• Effective tutorial system is in place and working properly</li> <li>• Well qualified faculty for both teaching and research</li> <li>• A biodiversity rich campus with importance to environmental conservation.</li> <li>• Good linkage with the society for the empowerment.</li> </ul>
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<b>Weakness</b>	<ul style="list-style-type: none"> <li>• ICT infrastructure in a developing stage</li> <li>• Yet to embrace green technology in the energy sector.</li> <li>• Lack of governments funds for overall development</li> <li>• Limited scope for consultancy due to the rural background of location</li> </ul>
<b>Opportunities</b>	<ul style="list-style-type: none"> <li>• There is a pool of newly appointed young faculties.</li> <li>• Scope for conducting in-house training programmes</li> <li>• Upgradation of more PG department to the status of research centres</li> <li>• Potential for developing initiatives for women capacity building</li> </ul>
<b>Challenges</b>	<ul style="list-style-type: none"> <li>• To equip student community to face the challenges of technology era.</li> <li>• Inadequate infrastructure in terms of sanitation to cope up with the higher percentage (80%) of girl's students.</li> <li>• Community specific courses are lacking.</li> <li>• Meagre number of line buses available for student's transportation.</li> </ul>

## 8. Plans of institution for next year

- To conduct seminars/conferences on the following themes
  - Problems and prospects of Commercial Port at Ponnani by Economics Department
  - Banking innovations in India Trends and Challenges by Commerce Department
  - Research Trends in Computer Science by Computer Science Department
- To host Erudite – Scholar in residence programme with the support of Kerala State Higher Education Council (KSHEC), by the Department of Geology.
- The Department of Geology will continue as the nodal centre to conduct the entrance test to International Earth Science Olympiad (IESO), conducted by the Geological Society of India, Bangalore.
- Department of Aquaculture and Fishery Microbiology will hold a sea ranching programme that will be beneficial for the students and faculty alike. In addition, the department decided to provide hands-on training to the students.
- Department of Physics have plans for a field visit to the Koodankulam nuclear plant.
- The Department of Physics has decided to celebrate the International year of light in a befitting manner in the next academic year.
- Dept. of Zoology will hold a Medical camp for first year degree students of our college in the next academic year, soon after the admissions to the courses are over. The dept. will organize an interdepartmental students' seminar on a relevant topic also.
- The Dept. of Geology will conduct the Erudite – Scholar in Residence Programme, sponsored by the Kerala State Higher Education Council, Thiruvananthapuram..



Dr. K. Ranjeet  
Coordinator, IQAC



Prof. A.M. Rasheed  
Chairman, IQAC & Principal

## Annexure (i)

### Academic Calendar for the Year 2014-15

**UNIVERSITY OF CALICUT**  
(DOA/PAREEKSHA BHAVAN)



#### ACADEMIC CUM EXAMINATION CALENDAR -- 2014-15

Name of Examination	Issuance of admission notification	Commencement of on line registration	Commencement of Semester	Date of Closing of Semester	Tentative dates of Notification	Tentative dates of Commencement of Examination		Last date of uploading internal marks	Last date for submission of APC	Tentative dates of publication of results
<b>1. B.A./B.Sc./B.Com./B.B.A./B.A. Afsal-ul-Ulama in Arabic//BSW/BTA/BMMC EXAMINATIONS (Semester-CCSS Pattern Regular Candidates)</b>										
I Semester	19.05.2014	20.05.2014	22/07/2014	25/11/2014	10/12/14	03/02/15		03/03/15	23/01/15	00/08/2015
II Semester			26/11/2014	31/03/2015	03/01/15	10/04/15		10/05/15	31/03/15	00/10/2015
III Semester			02/06/2014	31/10/2014	06/11/2014	16/12/14		16/01/15	06/12/14	00/06/2015
IV Semester			04/11/2014	31/03/2015	31/01/15	30/03/15		30/04/15	20/03/15	00/09/2015
V Semester			02/06/2014	31/10/2014	27/09/14	20/11/14		20/12/14	10/11/14	00/05/2015
VI Semester			04/11/2014	31/03/2015	31/01/15	19/03/15		19/04/15	09/03/15	00/05/2015
<b>2. B.A/B.Sc/B.Com/B.B.A./B.A Afsal-ul-Ulama in Arabic/BSW/BTA/BMMC EXAMINATIONS (Semester- CCSS PatternSDE Candidates)</b>										
I Semester	19.05.2014	20.05.2014	22/07/2014	25/11/2014	10/12/14	03/02/15		03/03/15	23/01/15	00/08/2015
II Semester			26/11/2014	31/03/2015	03/01/15	10/04/15		10/05/15	31/03/15	00/10/2015
III Semester			02/06/2014	31/10/2014	06/11/2014	16/12/14		16/01/15	06/12/14	00/06/2015
IV Semester			04/11/2014	31/03/2015	31/01/15	30/03/15		30/04/15	20/03/15	00/09/2015
V Semester			02/06/2014	31/10/2014	27/09/14	20/11/14		20/12/14	10/11/14	00/05/2015
VI Semester			04/11/2014	31/03/2015	31/01/15	19/03/15		19/04/15	09/03/15	00/05/2015
<b>3. M.A./M.Sc./M.Com./MLISc/MTA (Master of Tourism Administration)EXAMINATIONS (Semester-CUCSS Pattern)</b>										
I Semester	12.08.2014	14.08.2014	07/10/14	23/02/15	16/12/15	18/02/15		18/03/15	08/02/15	00/08/15
I Semester			24/02/2015	04/09/15	09/07/15	01/09/15		01/10/15	21/08/15	00/03/2015
III Semester			17/07/2014	05/12/14	13/11/14	07/01/15		07/02/15	27/12/14	00/07/15
IV Semester			08/12/2014	25/06/15	25/04/15	18/06/15		18/07/15	08/06/15	00/08/2015
<b>4.M.A./M.Sc./M.Com./MLISc EXAMINTIONS (Semester-CCSS Pattern)</b>										
I Semester	12.08.2014	14.08/2014	07/10/2014	23/02/2015	16/12/15	18/02/16		18/03/16	08/02/16	00/08/2015
II Semester			24/02/2015	04/09/2015	09/07/15	01/11/15		01/12/15	21/10/15	00/05/2016
III Semester			17/07/2014	05/12/2014	29/11/14	20/01/15		20/02/15	10/01/15	00/07/2015
IV Semester			08/12/2014	25/06/2015	25/04/15	18/06/15		18/07/15	08/06/15	00/08/2015
<b>5.MCJ</b>										
I Semester	24.06.2014	25/06/2014	16/10/2014	15/03/2015	15/01/15	05/03/15		05/04/15	25/02/15	00/09/2015
II Semester			20/03/2015	15/09/2015	15/07/15	01/09/15		01/10/15	21/12/14	00/03/2016
III Semester			25/08/2014	25/02/2015	29/11/14	12/02/15		12/03/15	02/02/15	00/08/2015
IV Semester			26/02/2015	15/08/2015	16/06/15	04/08/15		04/09/15	24/07/15	00/10/2015
<b>6.MBA</b>										
I Semester	26.03.2014	26.03.2014	01/08/2014	31/03/2015	02/02/15	20/01/15		20/02/15	10/01/15	00/06/2015
II Semester			01/02/2014	31/07/2015	01/06/15	23/07/15		23/08/15	13/07/15	00/01/2016
III Semester			01/08/2014	31/03/15	21/01/15	21/03/15		21/04/15	11/03/15	00/09/2015
IV Semester			01/02/2014	31/07/2015	29/05/15	16/07/15		16/08/15	06/07/15	00/01/2016

## **Annexure (ii)**

### **Analysis of the feedback from Stakeholders**

#### **1. Students:**

The IQAC regularly obtains feedback from students on various aspects of the institution. Regular student feedbacks are also collected by the tutorial sessions. In addition, IQAC has conducted a general feedback session on teaching-learning process to identify strength and weakness of classes. The feedback thus obtained are analysed by IQAC and Principal, and the feedback thus obtained, positive or negative, are informed to concerned teachers. IQAC made it sure that the stringent follow-ups of the feedbacks are being carried out for overall improvement of the system.

#### **2. Alumni:**

Alumni associations of all the departments convene meetings regularly and express their views about the institutional system. The deliberations and feedbacks of alumni meeting are reported during the subsequent college council meetings.

#### **3. Parents:**

Parent Teacher Association (PTA) forms one of the major feedback system in the college. Class tutors frequently communicates with the parents and to obtain direct feedback from parents. The information thus obtained will be communicated to IQAC and Principal for further necessary actions. For day-to-day functioning of the PTA, an executive committee has been formed, which meets regularly to suggest improvements required in all aspects of the college.

## Annexure (iii)

### List of Publications

#### 1. Books:

1. Brijesh, V.K. and Balasubramanian A., 2014. *Hydrogeological Studies and Groundwater Modeling*, Scholar's Press. 296 p., ISBN-13: 978-3639711134
2. Sina, A.R. (Ed.), 2014. Globalization in Hindi Literature. Proceeding of the National Seminar on "Globalization in Hindi Literature" held at MES Ponnani College, Ponnani.

#### 2. Papers (Journals/Conference Proceedings):

Abdurahman, K.M., 2014. Trace element study of some herbs used for treating diabetes employing XRF, p-830, Proceedings, 24<sup>th</sup> Swadeshi Science Congress.

Abdurahman, K.M., 2014. Trace elements analysis of Nishakatakaadi kashayam, prepared by different manufacturers, using EDXRF. Proceedings, 24<sup>th</sup> Swadeshi Science Congress, p.836.

Ameera, V.U., 2014. Colonialism and Racism as an ancillary burden on childhood: An analysis on Toni Morrison's *Beloved* and the *Bluest Eye*. *New perspectives on post-colonial literature*, 35-39.

Ameera, V.U., 2014. Condition of England Novels and Victorian Women Novelists. *The Criterion*, 24-28.

Ameera, V.U., 2014. Grave exhumed to let the corpse speak: A Subaltern Reading of T.P. Rajeevan's novel, *Paleri Manikyam: A Midnight Murder Story*. *The Common Wealth Review*, 21-24.

Ameera, V.U., 2015. Behind the Veil: A Journey into the lives of Pakistani Muslim Women through Qaisra Shaharaz' novels. *Meridian*, 29-32.

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## **Annexure (iv)**

### **Participation in Seminars**

1. Dr. K.M. Shereena, Assistant Professor, Dept. of Zoology attended the one day state seminar autonomous colleges: “prospects, possibilities and challenges”, organized by MES central college committee in collaboration with the higher educational council, Govt of Kerala on 25<sup>th</sup> January 2014 at MES Mampad College.
2. Dr. K.S. Arunkumar, Assistant Professor and Co-Investigator of the collaborative project with International and Inter University Centre for natural resources management has attended a field work from 9<sup>th</sup> to 10<sup>th</sup> of December 2014 at Palakkad.
3. Dr. K.S. Arunkumar, Assistant Professor has attended a methodology workshop at Kariavattam campus, Thiruvananthapuram on 17<sup>th</sup> December 2014.
4. Dr. K.S. Arunkumar, Assistant Professor has attended one day workshop for coordinators of the Walk with the Scholar Programme of the Department of Collegiate Education, Government of Kerala held at St. Joseph’s College, Devagiri on 16.10.2014.
5. Dr. V.A. Ayisha has inaugurated the Geology Association of GEMS Arts and Science College, Ramapuram, Perinthalmanna and delivered a talk on the occasion.
6. Smt. Soumya.C.C Assistant Professor, Department of Chemistry has participated in the national conference on the topic “Role of Information and communication technology in institutional Quality Enhancement” at Asmabi College Kodungallor on 17/06/2014 & 18/06/2014.
7. Smt. Asha Neendur has attended the National Seminar on “Role of information and communication technology in institutional quality enhancement: Analysing current status and exploring new frontiers” held at MES Asmabi College, on June 17<sup>th</sup> 2014.
8. Smt. Asha Neendur has attended the regional workshop on “Preparation of scholarly article and publication” organized by Department of Management studies, Mar Dianysious College, Pazhanji on 15<sup>th</sup> November 2014.
9. Smt. K.M. Jayasree has attended a seminar at KKTm College, Kodungallur on 27<sup>th</sup> Nov 2014 conducted by Kerala Sahithya Academy
10. Smt. K.M. Nepheesa, Associate Professor, Department of Chemistry has attended National Seminar on the topic “Frontier areas of Chemistry” at M.E.S Keveeyam College, Valanchery on 12/02/2015
11. Smt. Soumini., Assistant Professor, Department of Chemistry has participated in the National workshop on “Recent Advances in Nano Technology organized by the Post graduate dept of chemistry , SNGS College, Pattambi on 29/01 /2015 & 30/01/2015
12. Smt. Soumini.C, Assistant Professor, Department of Chemistry has participated in the UGC Sponsored national seminar “Recent Advances in Chemistry” on 02/09/2014 & 03/09/2014.
13. Smt. Soumini.C, Assistant Professor, Department of Chemistry has participated in the National symposium “Catsymp-22” at CSMCRI, Gujarat on 07/01/2015-09/01/2015.

14. Smt. Soumini.C, Assistant Professor, Department of Chemistry has attended National Seminar on the topic "Frontier areas of Chemistry" at M.E.S Keveeyam College, Valanchery on 11/02/2015
15. Smt. Soumya. C.C, Assistant Professor, Department of Chemistry has attended International seminar on "Novel Aspects in Material Science" at M.E.S Keveeyam College, Valanchery on 11/3/2015.
16. Smt. Soumya.C.C, Assistant Professor, Department of Chemistry has participated in the UGC Sponsored national seminar "Recent Advances in Chemistry" on 02/09/2014 & 03/09/2014.
17. Sri. C. Sreejith, Assistant Professor of Geology has attended the National Workshop on continental Crust and Cover Sequences in the Evolution of the Indian Sub-continent held at National Centre for Earth Science Studies, Thiruvananthapuram
18. Sri. C. Sreejith, Assistant Professor of Geology has attended the UGC-SAP DRS II National Seminar held at Department of Geology, University of Kerala.
19. Smt. Siji Varghese has participated in Two-day National Workshop Organized by Research Forum, Department of Commerce and Management Studies, University of Calicut on "Research Methodology" during 21<sup>st</sup> & 22<sup>nd</sup> May 2015.
20. Smt. Siji Varghese has participated in One day regional workshop on "Preparation of Scholarly Article and Publication" organized by Dept. of Management Studies, Mar Dionysius College, Pazhanji on 15th November 2014.

## Annexure (v)

### Presentations in Seminars

1. C. Sreejith, Assistant Professor of Geology has presented a poster at the National Workshop on continental Crust and Cover Sequences in the Evolution of the Indian Sub-continent held at National Centre for Earth Science Studies.
2. C. Sreejith, Assistant Professor of Geology has presented an invited talk during the UGC-SAP DRS II National Seminar held at Department of Geology, University of Kerala.
3. Smt. Soumini. C, Assistant Professor, Department of Chemistry has presented a paper “nanogold supported metal modified mesoporous silica for the catalyst oxidation of styrene using TBHP as oxidant” in the UGC Sponsored national seminar “Recent Advances in Chemistry” on 03/09/2014 & 04/09/2014.
4. Smt. Soumya. C.C, Assistant Professor, Department of Chemistry has presented a paper “Versatile Synthetic Strategy of Conjugated Polymer: polyaniline – A review” in the UGC Sponsored national seminar “Recent Advances in Chemistry” on 03/09/2014 & 04/09/2014.
5. Smt. Soumini.C, Assistant Professor, Department of Chemistry has presented a poster on the topic “coupling reaction using nanogold supported on metal modified mesoporous silica” in the National symposium “Catsymp-22” at CSMCRI, Gujarat on 07/01/ 2015-09/01/ 2015.
6. Smt. Soumini. C, Assistant Professor, Department of Chemistry has presented a paper entitled “ catalytic reduction of nitro benzene using nanogold supported on Ti/SBA-15”the workshop on “Recent Advances in Nano Technology organized by the Post graduate dept of chemistry , SNGS College Pattambi on 29/01/2015 & 30/01/2015.
7. Smt. K.M. Jayasree has presented a paper titled “Nadodi Samskrthiyude Adayaalangal Poothappaattil” in the National seminar held at MES Asmabi College, Kodungallur on 25<sup>th</sup> August 2014.
8. Dr. A.R. Sina has presented a paper titled “Daud Upanyas Mein Bhoomandaleekaran” in the National Seminar “Globalization in Hindi Literature” held at MES Ponnani College, Ponnani during 8<sup>th</sup> & 9<sup>th</sup> December 2014.
9. Smt. V.U. Ameera presented a paper on “Minorities Educational Development in Kerala Educational Development of Minorities-Policy Initiatives and Impact organized” in a Seminar held at Maulana Azad National Urdu during February 10– 11, 2015.
10. Smt. Sameera Haneef presented a paper on “The anomalous black boards : an analysis of Samira Makmalbaf’s film Black Board” in the National Seminar “Paradigms of resurgence” held at Sree Vyasa NSS college, Wadakkancherry on 6<sup>th</sup> February 2015.
11. Smt. V.M. Farisha presented a paper on “Imagined reality on silver screen: A study of the work and movie Pinjar” in the National Seminar on ‘Indian Literature and Cinema’ organised by the Department of Hindi at MES College Nedumkandam on November 13-14, 2014.

12. Smt. Asha Neeendur presented a paper titled "Socio-Economic status of women in agro-based industries, special reference to Edappal Panchayath" in the National Seminar on Indian Economy Since Reforms Development Issues and Challenges, organized by the Department of Economics, Little Flower College, Guruvayur, 6<sup>th</sup> and 7<sup>th</sup> August 2014.
13. Smt. Bushra M.V. presented a paper on "FDI on Education in India" in the seminar "FDI in India in the neo-liberalised regime-Issues and challenges" held at Government Victoria College during 28<sup>th</sup> and 29<sup>th</sup> October 2014.
14. Smt. Bushra M.V. presented a paper on "Entrepreneurship among Muslim women in Kerala" in the seminar "Kerala's Development strategy hair splitting the present, visualizing the future" held at MES Kalladi College on 16<sup>th</sup> and 17<sup>th</sup> December 2014.
15. Smt. Siji Varghese has presented a paper "Financial Derivatives – A Tool for the Price Risk Management" in the National Seminar on "Financial and Commodity Derivatives in India: Trends and issues Financial Derivatives – A Tool for the Price Risk Management" held at Thunchan Memorial Government College, Tirur
16. Smt. Siji Varghese has presented a paper "Change management: A Strategy to redefine Corporate Culture" in the National Seminar 'Change and Transformation Strategies in Corporate Management; Making the Wave', held at Govt.College, Chittur.
17. Badisha. V has presented a paper "Financial Derivatives – A Tool for the Price Risk Management" in the National Seminar on "Financial and Commodity Derivatives in India: Trends and issues Financial Derivatives – A Tool for the Price Risk Management", supported by Dept. of Collegiate Education, Govt. of Kerala held at Thunchan Memorial Government College, Tirur.
18. Sinija has presented a paper on International Conference on Financial Innovations on the topic "Technological Innovations in General Insurance Industry" held at MES Asmabi College, Kodungallur on 05 & 06 August 2014.