Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**CARMEL COLLEGE, MALA**
Name of the head of the Institution	**Dr. Sr. Lizy C I**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**04802890247**
Mobile no.	**9048365295**
Registered Email	**carmelcollege@rediffmail.com**
Alternate Email	**carmelnaac@gmail.com**
Address	**CARMEL COLLEGE, MALA, THRISSUR**
City/Town	**Thrissur**
State/UT	**Kerala**
Pincode	**680732**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Women**
Location	**Rural**
Financial Status	**Self financed and grant-in-aid**
Name of the IQAC co-ordinator/Director	**Ms. Lakshmi Salim**
Phone no/Alternate Phone no.	**04802890247**
Mobile no.	**9746203139**
Registered Email	**salim.lakshmi@gmail.com**
Alternate Email	**riniraphael@carmelcollegemala.ac.in**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.carmelcollegemala.ac.in/site/assets/pdf/AQAR_2017-2018.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.carmelcollegemala.ac.in/site/assets/pdf/Carmel%20Calendar%202018-19.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
3	**A**	**3.22**	**2016**	**19-Jan-2016**	**18-Jan-2021**
2	**A**	**3.03**	**2010**	**28-Mar-2010**	**27-Mar-2015**

6. Date of Establishment of IQAC	**12-Aug-2005**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Workshop for faculty on	**26-Jun-2018**	**79**

Revised NAAC Accreditation Process	1		
Insight Programme in collaboration with Political Science Department	05-Dec-2018 1		833
Staff Orientation Programme on Service, Disciplinary and Purchase Rules	07-Dec-2018 1		105
Launch of Wings to Dream	07-Dec-2018 1		751
Wings to Dream - Sunil Chetris Motivational Talk	12-Dec-2018 1		1073
Insight Programme on Career Guidance collaboration with English Department	17-Dec-2018 1		65
Wings to Dream - An Extra Eye, an extra ear and an extra heart	23-Jan-2019 1		1367
Wings to Dream - An Insight	25-Jan-2019 1		1327
Insight Programme in collaboration with Malayalam Department	06-Mar-2019 1		1105
UGC NET/JRF Orientation Programme for M.A students	20-Mar-2019 1		160

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Department of Physics	Career oriented Course	UGC	2018 365	70000
Dr. Bindhu K B, Department of Botany	Science Popularization programme	KSCSTE	2018 365	175000
Dr. Bindhu K B, Department of Botany	Day Observance, Wetland Day	KSCSTE	2019 365	20000
Department of English	Add on Certificate Course	UGC	2018 365	45000
College	Community College	UGC	2016 365	3082403

College	B. Voc Programme	UGC	2018 365	110000
College	UBA	UGC	2018 365	50000
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	**5**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

- **Participation in NIRF**

- **Organization of workshops and seminars for staff**

- **Motivational Programmes like Insight and Wings to Dream for students**

- **NET Orientation Programmes for PG students**

- **Timely implemented Feedback System**

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

Plan of Action	Achivements/Outcomes
INSTITUTIONAL VALUES AND BEST PRACTICES	**• Free training and Accommodation for students interested in Sports**
GOVERNANCE, LEADERSHIP AND MANAGEMENT	**• Management and IQAC arranges orientation programmes for staff • Quality Enhancing Initiatives launched**

	by IQAC for students • Institution conducts internal and external financial audits regularly
STUDENT SUPPORT AND PROGRSSION	• Career Guidance Cell conducted Orientation Programmes to final year students
INFRASTRUCTURE AND LEARNING RESOURCES	• Completion of Language Lab Augmentation • Construction of Guest Room • Completion of ground floor tiling in front of office • Renovation of Hostel
RESEARCH, INNOVATION AND EXTENSION	• 4 faculty members recognized as research guides • 2 faculty members got Ph.D • 1 faculty is currently availing FDP
TEACHING, LEARNING AND EVALUATION	• Student Centric methods like media/industry visits used for enhancing learning experiences • 5 faculty positions filled during the year
CURICCULAR ASPECTS	• Department of Botany upgraded as Research Centre • Banking and Tally Diploma Course started • 3 B.Voc Courses sanctioned
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14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
Governing Body	10-Sep-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No

16. Whether institutional data submitted to AISHE:	Yes

Year of Submission	2019

Date of Submission	25-Feb-2019

17. Does the Institution have Management Information System ?	Yes

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	Management Information Systems is operative in the college. It covers the following areas of institutional activities: 1. Important notifications

are sent to students and parents through SMS. 2. Student's attendance is marked in software system by teachers after every class hour. 3. Electronic governance (egovernance) is implemented in the college to improve the general administrative efficiency. 4. Regular upgradation of college website 5. Biometric Fingerprint scanner introduced for attendance log in

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

We adopt the curriculum designed by the University of Calicut to impart quality education, except in B.VoC courses and Diploma Courses of Community College, where the curriculum is designed by our faculty and is approved by the university. Following are the various means through which it executes the curriculum: • Academic Calendar is prepared at the beginning of the academic year as per the schedule of the University of Calicut. Syllabus of all courses with paper code is given in the calendar. • Teaching Plan prepared by the faculty gives an insight into the handling of the class and helps to finish portions in time and Teachers Diary is well maintained to monitor the effective execution of curriculum. • Suggestions and Changes to be implemented in the curriculum are conveyed to the university and are incorporated. This is made possible through our faculty members in the Board of Studies and Academic Council. • Progress of the delivery of curriculum is regularly monitored in Department Meetings and Common Staff Meeting. • Two internal Exams are conducted in a semester . • Remedial coaching, tutorial and mentoring are given in each semester. • Attention is paid to experiential learning by arranging media/industry/tribal visits, field trips and internships to observe and gain insight into various intricate aspects of knowledge.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Basics of Computer	0	20/07/2018	25	nil	Skill Development
0	Banking and Tally	30/09/2018	365	Employabil ity	skill development

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
PhD or DPhil	Botany	28/07/2018
BVoc	Banking,Finance Services and Insurance	06/08/2018
BVoc	Fashion Technology	06/08/2018

BVoc	Accounting with taxation	06/08/2018
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BSc	Botany	01/06/2018
BSc	Chemistry	01/06/2018
BSc	Mathematics	01/06/2018
BSc	Applied Physics	01/06/2018
BSc	Zoology	01/06/2018
BA	Sociology	01/06/2018
BA	Functional English	01/06/2018
BA	History	01/06/2018
BA	Political Science	01/06/2018
BCA	Computer Application	01/06/2018
BCom	Computer Application	01/06/2018
BCom	Finance	01/06/2018
BBA	Finance	01/06/2018
BVoc	Software Development	01/06/2018
BVoc	Multimedia	01/06/2018
BVoc	Accounting and Taxation	10/09/2018
BVoc	Fashion Technology	10/09/2018
BVoc	Banking Financial Services and Insurances	10/09/2018
MSc	Botany	01/06/2018
MSc	Chemistry	01/06/2018
MSc	Mathematics	01/06/2018
MA	sociology	01/06/2018
MA	English	01/06/2018
MA	History	01/06/2018
MCom	Finance	01/06/2018
MCom	Finance	01/06/2018

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

	Certificate	Diploma Course
Number of Students	30	50

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled

Fundamentals of Refrigeration	11/06/2018	27
Language Acquistion Skills	29/06/2018	25
DCA	16/07/2018	12
PGDCA	16/07/2018	2
Walk With A Scholar Programme	07/11/2018	30
Additional Skill Acquisition Programme	09/03/2019	33
Counselling and Guidance	07/07/2018	100
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BVoc	Software Development	1
BA	Sociology	33
BA	Sociology	33
BVoc	Software Development	1
BVoc	Software Development	1
BVoc	Software Development	1
BVoc	Software Development	1
BVoc	Software Development	1
BVoc	Software Development	1
BVoc	Software Development	1
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained
The college has a well structured mechanism to collect feedback from all its stakeholders to ensure curriculum delivery and the overall development of the college. IQAC collects feedback from various stakeholders- students, faculty, parents and alumni at the end of academic year. The feedback collected is scrutinized by the IQAC team and trends generated through statistical analysis. • PTA meetings held at departmental levels, serve to collect feedbacks from parents, the suggestions are discussed at the PTA executive committee meetings.

• Feedback is taken from alumni for suggestions and improvements regarding the facilities, infrastructure and curriculum. Alumnae Association meetings help to collect the feedback which gives an insight into the employable skills of the respective courses and the role played by the institution in transforming them to good citizens. • Feedback from faculties are also taken for their suggestions in improving the curriculum • Departments collect feedback from students after each semester to improve the quality of teaching and assess the activities of department. The feedback is analysed by the HoD, communicated with the principal and remedial actions are taken.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Sociology	60	824	37
BA	Functional English	40	649	28
MCom	Finance Batch II	20	195	18
MCom	Finance Batch I	20	253	18
MSc	Chemistry	12	318	11
MSc	Mathematics	20	168	19
MSc	Botany	12	690	12
MA	English	20	243	15
MA	Sociology	20	164	11
MA	History	20	404	15
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1300	234	68	24	8

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
101	62	81760	29	Nill	81760
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Mentoring system is implemented in the college where 15 students are assigned to a faculty who acts as their mentor. One hour per week is allotted for mentoring programme. Mentor continuously monitors, counsels, guides and motivates the students in academic matters. Advises students regarding choice of electives and projects. Progress reports maintained by the mentors enable the tracking of the overall performance of each ward. Mentoring not only gives professional guidance but develops a rapport between the mentor and mentee which helps in sharing their personal problems. The mentor conveys serious problems to the principal who arranges personal counseling sessions to those students. Many a time such timely interference from the principal helps in solving various issues and is even reflected in the academic performance of the student.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1534	100	1:15

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
100	100	Nill	76	14

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Dr. Sr. Lizy C I	Principal	Bharat Vidya Ratan Award
2018	Dr. Licy A D	Vice Principal	D. Litt
2018	Dr. Licy A D	Vice Principal	Best Citizen of India GOld Medal Award
2018	Anisha K A	Assistant Professor	Ph. D from M G University, Kottayam
2018	Linda P Joseph	Assistant Professor	FLAIR
2019	Ms. Pretty John P	Assistant Professor	Ph. D from Sree Sankaracharya University of Sanskrit, Kalady

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination

BCom	BC	Semester	14/03/2019	06/05/2019
BSc	ZO	Semester	14/03/2019	18/05/2019
BSc	AP	Semester	14/03/2019	18/05/2019
BSc	CHE	Semester	14/03/2019	18/05/2019
BSc	MAT	Semester	14/03/2019	18/05/2019
BSc	BOT	Semester	14/03/2019	18/05/2019
BA	HIS	Semester	14/03/2019	16/05/2019
BA	SOC	Semester	14/03/2019	16/05/2019
BA	FEN	Semester2019	14/03/2019	16/12/2019

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

Continuous Internal Evaluation is monitored by the college level Exam Committee which looks into the preparation of timetable, setting of the question paper and the publication of results of internal exams. Two internal exams are conducted during each Semester besides taking class assessment tests. Students engaged in activities like Sports, NCC, NSS, and Arts are given the chance to appear for special tests to make up for their possible absence during the internal exams. Attendance is marked each hour, and the corresponding marks for attendance are reckoned in the calculation of internal assessment marks. Seminar presentations and assignments are taken into consideration for the continuous evaluation process.

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

At the commencement of every academic year, principal along with the College Council finalize the academic calendar in alignment with the University academic calendar. The Academic calendar is prepared by the calendar committee of the institution and scrutinized by the principal. Schedule of internal and university examinations, commencement and closing dates of semesters, tentative dates of curricular and extracurricular activities, courses offered, rules and regulations of the college, hostel and library, are displayed in the academic calendar.

2.6 – Student Performance and Learning Outcomes

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

http://www.carmelcollegemala.ac.in/Website/PGcourses,
http://www.carmelcollegemala.ac.in/Website/UGcourses

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
FEN	BA	Functional English	20	11	55
SOC	BA	Sociology	33	23	70
HIS	BA	History	10	Nill	0

POL	BA	Political Science	22	13	59
MAT	BSc	Mathematics	33	22	66
BOT	BSc	Botany	26	26	100
CHE	BSc	Chemistry	33	30	91
AP	BSc	Applied Physics	35	23	66
ZO	BSc	Zoology	16	8	50
BCA	BCA	BCA	9	7	78

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2.7 – Student Satisfaction Survey

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

http://www.carmelcollegemala.ac.in/Website/StudentSurvey

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	730	UGC	490000	0
Minor Projects	542	KSCSTE	350000	175000

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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
0	0	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nill	NIL

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nill

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
NIL	Nill

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Botany	4	0.62
International	Chemistry	3	3.56
International	Malayalam	1	5.75
International	Mathematics	2	0.30
International	Commerce	1	5.24
National	English	1	0

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

Department	Number of Publication
English	1

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Selective photocatalytic dye degradation by surface charges TiO2	Tessy Jose	Elsevier Materials today: Proceedings	2019	0	Department of Chemistry, Carmel College, Mala	Nill
Comparative study of soil and water quality in the industrial area of angamaly, Kerala, India	Princy K G and Neethu Sunny	EPRA International Journal of Multidisciplinary Research (IJMR)	2018	0	Department of Chemistry, Carmel College, Mala	Nill
Power Domination	Seethu Varghese	Discussiones mathe	2018	0	Department	7

in knodel graphs and Hanoi graphs		maticae Graph Theory			of Mathematics, Cochin University of Science and Technology, Cochin	
Quantum Finite Automata using Quantum Logic	Jismy Joseph	Malaya Journal of Mathematik	2019	0	Department of Mathematics, Carmel College, Mala	Nill
Culture and Lifestyle of KAVARA community: A descriptive study	Merin Francis	IJRAR	2019	0	St. Josephs College Irinjalakuda	Nill
Strobilanthes mullayanagiriensis and S. Bislei (Acanthaceae) - two new species from the Western Ghats, India	Sinjumol Thomas	Plant Science Today	2019	3	Department of Botany, Carmel College, Mala	Nill
Strobilanthes orbiculata (Acanthacea)a new species and notes on S. Matthewiana from the southern Western Ghats, India	Sinjumol Thomas	Phytotaxa	2018	5	Department of Botany, Carmel College, Mala	1
Two new species of Impatiens(Balsaminaceae) from the western	Sinjumol Thomas	Phytotaxa	2018	7	Department of Botany, Carmel College, Mala	2

Ghats, India						
Anti Helminthis activity of Alangium s alvifolium against Pheretima posthumous	K P Koch uthressia	Internat ional Journal of Current Mi crobiology and Applied Sciences	2018	1	Department of Botany, Carmel College, Mala	Nill

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Culture and Lifestyle of KAVARA community: A descript ive study	Merin Francis	IJRAR	2019	Nill	Nill	St. Josephs College Ir injalakuda
Quantum Finite Automata using Quantum Logic	Jismy Joseph	Malaya Journal of Mathematik	2019	Nill	Nill	Department of Mathema tics, Carmel College, Mala
Power Domination in knodel graphs and Hanoi graphs	Seethu Varghese	Discussi ones mathe maticae Graph Theory	2018	Nill	7	Department of Mathema tics, Cochin University of Science and Techno logy, Cochin
Comparat ive study of soil and water quality in the industrial area of angamaly, Kerala, India	Princy K G and Neethu Sunny	EPRA Int ernational Journal of Multidisci plinary Research (IJMR)	2018	Nill	Nill	Department of Chemistry, Carmel College, Mala
Selective	Tessy Jose	Elsevier Materials	2019	18	Nill	Department

					of Chemistry, Carmel College, Mala
photocatalytic dye degradation by surface charges TiO2	today: Proceedings					

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	7	17	6	4
Resource persons	Nill	4	1	6
Presented papers	5	12	2	Nill

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Training for mushroom cultivation	Kerala Agricultural University	2	100
Clean Flood affected houses in Mala Gramapanchayath	Mala Gramapanchayath	1	23
Clean Annamanda Panchayath Office	Annamanada Grama Panchayath	1	24
Eye camp	Ahalya Foundation, Thrissur	2	100
Medical camp	Neem Care Hospital	2	100
Training Programme on Yoga and Health	Excise Department, Vadama	2	100
Linkage	Nazreth Retirement Home	3	34

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	Nill

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Clean Mala	Mala Grama Panchayth	Cleaning the private bus stand and foot paths in Mala	1	50
Rebuild Kerala	Govt. of Kerala	Survey at Annamanada and Kuzhur	1	30
Clean Annamanada Panchayath office	Annamanada Grama panchayath	Cleaning	1	24
Clean Flood affected houses in Mala Grama Panchyath	Mala Panchyath	Cleaning	1	23
Clean Kerala Project	Panchayats of Annamanada and Kuzhur	Survey	2	200
AIDs Awareness	Red Ribbon Club	Rally, Pledge, Talk	2	200
Swachh Bharath	Mala Panchyath	Cleaning Programme- CLEAN MALA	2	200
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	0	NIL	0
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Internship	Research Project	Dakota Technologies	19/08/2018	28/02/2019	9
on the job training	Training cum Workshop on LED lamp	Universal Engineering College,	06/02/2019	06/02/2019	20 students and 2 staff of

| Research | sharing the research facilities | Assembling | Vallivattam | | | Physics Department |
| Research | sharing the research facilities | St. Josephs College, Irinjalakuda | 04/06/2018 | 31/03/2019 | 4 students of Chemistry Department |

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Brain Society	28/05/2018	Training Programmes,Seminar, Workshops	98
Souhredhum, Irinjalakuda	01/06/2018	Industrial Visit	102
CEVA	01/06/2018	Industrial Visit	121

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
4500000	4800000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Others	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Newly Added
Classrooms with LCD facilities	Existing
Seminar Halls	Newly Added
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing

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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
KOHA	Fully	17.11.01.000	2014

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	29208	6966314	973	105624	30181	7071938
Reference Books	956	946671	5	10745	961	957416
e-Journals	3135000	5900	Nill	Nill	3135000	5900
Journals	96	89493	Nill	Nill	96	89493
e-Journals	6000	5900	Nill	Nill	6000	5900
Digital Database	2	10000	Nill	Nill	2	10000
CD & Video	607	Nill	Nill	Nill	607	Nill
Library Automation	1	40000	Nill	Nill	1	40000

[View File](#)

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nill

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	301	7	3	2	1	1	14	60	0
Added	10	0	0	1	1	0	0	0	0
Total	311	7	3	3	2	1	14	60	0

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

60 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Recording Room	https://drive.google.com/file/d/1uALUPv2Ys6VX3_NyZoF4YZRwDfAmBFcZ/view?usp=sharing

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
2500000	2600000	9000000	9400000

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

MAINTENANCE: The College ensures optimal allocation and utilization of the available financial resources for maintenance and upkeep of physical, academic and support facilities by holding regular meetings of various committees constituted for this purpose. A certain amount of budget is allocated every year for the regular maintenance and periodic replenishment of essential facilities. The requirement for repair/maintenance/ /facilities is reported by the concerned Department to the Bursar. A maintenance register is kept in office for this purpose. We ensure the regular maintenance and repairing of equipments with the help of a mechanic, computer assistant and technical assistant. Outsourcing is also done for maintenance and repairing of IT infrastructure such as computers, internet facilities including Wi-Fi and broadband. Adequate supporting staff is employed to maintain cleanliness and hygiene in the campus. UTILIZATION To avail and utilize physical facility/infrastructure like seminar halls, auditorium, video conference hall, the concerned Department needs to fill and submit a pre-event registration form to the office, which is verified and approved by the principal. Students and faculty from neighboring institutions too can avail the facilities at the institution with prior sanction. LIBRARY The requirement and list of books is taken from the concerned departments and HoDs. The finalized list of required books is duly approved and signed by the Principal. The list is forwarded to the Librarian who forwards it to the Purchase Committee. Library is open from 8.30 am to 5.00 pm and the facilities can be utilized by all Staff and Students. To ensure return of books, 'no dues' from the library is mandatory for students before appearing in exam. The Library Advisory Committee works regularly to oversee the functioning of the library and coordinates well to get maximum exposure and participation of the students to avail all the facilities provided by the library. Library facilities are extended to public with a registration fee. The College Librarian is responsible for the functioning of the library. LABORATORY Lab instructors in Science Departments maintain the stock register by physically verifying the items round the year. The equipment and machineries in the laboratory are maintained by the lab in-charge(s) and supervised by HoDs of the concerned departments. Log Registers are also maintained in every lab. CLASSROOMS The College has a Building Committee for maintenance and upkeep of infrastructure. At the departmental level, HoDs submit their requirements to the Principal regarding classroom furniture and other. The principal collectively processes the requirements with the help of Purchase Committee in every vacation so as to keep things ready for the new academic year. The College Development Fund is utilized for maintenance and

minor repair of furniture and other electrical equipments. SPORTS COMPLEX The College has an indoor stadium, basket ball court and a fitness centre. The fitness centre is open to all stakeholders. The college appoints coaches for events like archery, cricket and football. The use of sports facilities and training regularly takes place in the sports complex under the supervision of Physical Education Director with the help of coaches.

http://www.carmelcollegemala.ac.in/Website/Procedures

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Fee Concession	44	1111000
Financial Support from Other Sources			
a) National	Scholarships	442	3992876
b)International	nil	Nill	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Bridge Course	07/02/2018	366	Departments
Remedial coaching	06/08/2018	126	Departments
Scholar Support Programme	09/07/2018	40	New initiatives of higher education, Government of Kerala and Departments
Walk With Scholar Programme	07/11/2018	30	New Initiatives of Higher Education, Governement of Kerala and Departments
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	Psc / Bank coaching	33	Nill	Nill	Nill
2018	workshop	Nill	30	Nill	Nill

Year	Topic				
	on career op portunities				
2018	Aptitude test	Nill	50	Nill	Nill
2019	Interview skills	Nill	180	Nill	Nill
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	30

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
nil	Nill	Nill	WIPRO, MMNSSEMS Put henvelikkara , LONAD Pune	7	3
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	10	B. Sc Botany	Botany	Christ College, Iri njalakuda, Carmel College, Mala, SVRNSS College, Kottayam, CUSAT, Kochin, St. Marys College, Thrissur, MES Asmabi, Kodungallur, Mar. Athanasious College, Thiruvalla	M.Sc Botany, M. Sc Environme ntal Science, M. Sc Phytomedical Science
2019	12	B. Sc Physics	Physics	M G University, Kottayam,	M. SC Bioi nformatics, M. Sc

| 2019 | 1 | B. Sc Zoology | Zoology | Christ College, Irinjalakuda | M. Sc Environmental Science |

The above table continues content where the first cell block reads:

"Cochin University of Fisheries and Ocean Studies, Mother Theresa Womens University, Kodaikanal, S H college, chalakudy, St. Xaviers College for Women, Aluva, BPC College, Piravam, Vimala College, Thrissur " | Physical Oceanography, M. Sc Physics, M. Sc Computer Science, M. Sc Electronics, MSW |

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	2
SET	1

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

Activity	Level	Number of Participants
Quiz Competition in relation with world population day 1	Interdepartmental Level	24
Lit-Arena Literary Fest 1	Intercollegiate	40
Intercollegiate Tech Fest-19 1	Intercollegiate	45
Ball Badminton Camp 1	University Level	10
Arts Festival 1	College Level	1100
Essay writing Competition in connection with Blood Donors day 1	College Level	25
Poster making Competition in connection with Blood Donors day 1	College Level	20
Poster making Competition in connection	College Level	10

with Ozone day 1					
Tableaue Competition in connection organised by NSS with Independence day 1	College Level			30	
Poster making Competition in connection with Womens day 1	College Level			8	

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Bronze medal in 42nd Soth Zone Ball badminton Championship	National	1	Nill	243/S/2018	Meenu Thomas Meenu Thomas
2019	Silver medal in All India University Ball Badminton Tournament	National	4	Nill	23/Bvoc/ 2018, 243/ S/2018, 28 0/S/2017, 241/S/2018	Ronisha R, Meenu Thomas, Sandra A M, Suryale kshmi M P
2018	Bronze medal in the 64th Junior national Ball Badminton Championship	National	1	Nill	23/Bvoc/ 2018, "	Ronisha R
2018	Bronze medal In Indian Team Round event in the All India Inter University Archery Tournament	National	2	Nill	379/S/2017 26/Bvoc/20 18	Bibitha Balan, Telmamol M J
2018	Bronze medal In Olympic Round	National	1	Nill	379/S/2017	Bibitha Balan

event in the All India Inter University Archery Tournament						

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

The College Union is an elected body of students which promotes democracy in the college and organizes many major programmes. The Union provides an opportunity to students to develop their leadership skills through active participation in college administration and students collaboration. The Union comprises of Chairperson, Vice Chairperson, General Secretary, Joint Secretary, Fine Arts Secretary, Magazine Editor, General Captain and two University Union Councilors. In addition, each batch is represented in the Union by a Batch Representative and each Department by an Association Secretary. The Union plays a dominant role in many activities related to fine arts, sports and other co-curricular activities of the departments. The college union coordinates the participation of students in the literary and cultural events organized by the University at zonal and inter zone levels. They often also raise funds for social activities and community projects, helping people in need. The Association Secretaries organize under the auspices of various clubs, curricular and extracurricular activities at the department level. Student representation in bodies/forums like AICUF, Women's Cell, Anti Ragging Committee, Anti Sexual Harassment Cell, Research Committee, IQAC and SQAC enables its smooth functioning under the guidance of the faculty in charge

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

<div align="center">119</div>

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

<div align="center">56200</div>

5.4.4 – Meetings/activities organized by Alumni Association :

4 Executive meetings. 1 General Body Meeting. Alumnae association launched a new initiative Alumnae Book Shelf where they donate books to the college. Alumnae actively participated in floor relief activities. organized farewell function to the retiring staff Honoured Award winning faculties and student rank holders of our college. alumnae deliver orientation sessions to our students.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The institution follows a democratic and participatory mode of governance with

all stakeholders participating actively in its administration. Local Management Committee, Governing Body, College Council, Academic Staff Council, IQAC and various committees and councils are jointly empowered to propose, design, formulate and execute their plans within the frame work of governance. They are together involved in framing policies regarding admission, examination, discipline, grievances etc. The faculty members, non teaching staff and students participate in the decision making system of the college through the involvement in various committees. The main duties assigned to them are clearly mentioned in the College Calendar. Academic Staff Council is chaired by the Principal and the Secretary, who records minutes of the meeting. All the members of staff participate in the proceedings and important decisions in respect of staff, students and the college. The Heads of Departments, the Conveners of various committees and cells along with the staff representatives on higher decision-making bodies play an important role in determining the institutional policies and implementing the same. HoDs in consultation with faculty members take decisions in department meetings to organize curricular and extracurricular activities, and are conveyed to the principal. The examinations are carried out periodically throughout the year for which there is separate examination section and Examination Committee, and faculty members are entrusted with the in charge of University Exams and internal exams. Senior members of staff are assigned with the responsibilities such as Administrative Bursar, Exam Superintendent, NSS and NCC coordinators, Nodal officers of Scholarship and Admission, IQAC Coordinator and are considered vital members of decision making body. College Union gives opportunity to students to participate, take decisions and conduct various activities.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	• Admission procedure is through Single Window System in accordance with University norms and a nodal officer is appointed for the admission procedure. • Admissions are done purely on merit basis and according to reservation policy of the state govt.
Industry Interaction / Collaboration	• Collaborations with ICT Academy of Kerala in organizing ASAP and with CDIT for conducting Diploma Courses • Collaborations with various industries/companies/universities for doing projects and internships • MOU – Sociology • Industry visits are arranged by various departments • Career Guidance Cell has been at the forefront in setting up connections with the industry engagements
Human Resource Management	• The college recruited 5 faculty in Permanent Post • Staff Orientation Programme and Staff tour conducted for all the teaching staff every year. • Grievances Redressal cell deals with all types of grievances, complaints and

	malpractices including those received from Students, Faculty and other Stakeholders.
Library, ICT and Physical Infrastructure / Instrumentation	• Library is fully automated and regularly updated by adding new Text books, reference books, Research journals, magazines, news papers, e-Journals E-books. • A member of the UGC- INFLIBNET consortium • There are separate Browsing Centers in library for teachers and students • Organizes Book Talk, Book Fair and study tour and institutes Best Library User Award • We have more than 50 class rooms with LCD Projectors besides ICT enabled seminar hall • English Language Lab Augmentation and Hostel Renovation done this year as part of infrastructure development
Research and Development	• Publication of ISSN Journal, Carmel Blaze • Department of Botany upgraded as Research Centre • 4 faculty members got sanctioned as Research Guides and 1 faculty awarded Ph.D • Research Cell motivates the faculty members and the students to organise various seminars workshops at Institutional / State / National / International levels. • The Research Cell holds regular meetings and programmes and presentations to broaden the academic perspectives through presentations of research done by students and faculty.
Examination and Evaluation	• Exams are conducted as per university notification • Regular conduct of internal exams • Examination calendar is prepared for internal examination by the Examination Committee and the timely declaration of results. • Acts as a Centre for conducting SDE, Exams • Conducts Centralized Valuation Camps of University • Systematically organized assessment and evaluation processes
Teaching and Learning	• Wide access to internet facility to inculcate online learning resources • Effective teaching methods like Moodle and Google Class Rooms are used • Regular use of ICT in classrooms enhance the quality of teaching learning process. • Organization of academic seminars and workshops and encourages the faculty and students to attend the same outside the campus and present research paper • Inclusion of media/industry/ tribal visits

Curriculum Development	• Though we adopt the curriculum designed by the University of Calicut, modifications and suggestions on curriculum are conveyed to the University through the involvement of our faculty in Board of Studies • For B.VoC courses and Diploma Courses of Community College, the curriculum is designed by our faculty and is approved by the university • Participation of faculty in Syllabus Restructuring • Inclusion of skill oriented courses

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

E-governace area	Details
Planning and Development	• IQAC collects Action Plan from all departments at the outset of the academic year, which is very helpful in charting out activities of the year and constantly updates in the college website as upcoming events with the help of Computer Science Department • Curricular and Extracurricular activities are facilitated through the official whatsapp group of teaching staff, Carmel Faculties
Administration	• Carmel Mobile App as part of the Management Information System is instrumental in informing students and parents the various developments at college. Besides giving notifications the mobile app helps in marking attendance of the students.
Finance and Accounts	• E billing and e payments are used for disbursement of salary (through SPARK) and purchase (through NEFT)
Student Admission and Support	• Admission process (both PG and UG) is done through common admission procedure of the university of Calicut. • Submission of application and distribution of scholarships are done online. • The college library is automated and provides INFIBNET and N-List
Examination	• Registration of students for university exams is done online • Admit cards of students for university exams are generated and internal marks are uploaded online

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended	Name of the professional body for	Amount of support

		for which financial support provided	which membership fee is provided	
2018	NIL	NIL	NIL	Nill

No file uploaded.

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Workshop for Faculty on Revised NAAC Accreditation Process	-	26/08/2018	26/08/2018	91	Nill
2018	Staff orientation Programme on Service, Disciplinary and Purchase Rules	Staff Orientation Programme on Service, Disciplinary and Purchase Rules	07/12/2018	07/12/2018	73	32

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
MHRD Sponsored Induction Programme	1	17/01/2019	15/02/2019	30
Workshop on Interdisciplinary Research Methodology	3	06/05/2019	20/05/2019	15
Science Academys Refresher course on Upskilling Chemistry Teachers on latest pedagogical	11	27/11/2018	11/12/2018	14

tool for imapctful teaching - VFSTR - Guntur				
Online refresher course in chemistry for higher education Faculty	1	10/01/2019	31/03/2019	81
Orientation Programme on MOOC	1	03/09/2018	04/09/2018	2
Orientation Programme - KVASU Mannuthy	2	20/07/2018	16/08/2018	28
UGC Sponsored Refresher course - HRDC Rashtrasant Thukadoji Maharaj Nagpur University, Nagpur	1	04/01/2019	24/01/2019	21
FLAIR - Orientation - Directorate of Collegiate Education, Got. Of Kerala	1	22/10/2018	22/10/2018	1
Faculty Development Programme on Theory in Research Writing	2	06/02/2019	10/02/2019	5
UGC Sponsored Orientation Programme	1	21/02/2018	20/03/2018	28
[View File](#)				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
29	100	14	26

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
• Leaves, pension gratuity, loan etc as per Govt. Rules • Opportunities for	• Leaves, pension gratuity, loan etc as per Govt. Rules • Financial Assistance in the form of	• Welfare schemes implemented by govt and university • Free counselling • Free

Professional development and career advancement like FDP • Prompt facilitation of Provident Fund loans • Free browsing centres for faculty in the library and wide internet access in departments • Employees Provident Fund with contributory PF by Management	loans by Management • Opportunities for Professional development and career advancement	education and accommodation for sports students • Management Scholarship and cash awards instituted by the institution • Opportunities to participate in WWS, SSP, ASAP, NCC, NSS • Ramp for physically challenged students • Assistance of Scribes for needy students

6.4 – Financial Management and Resource Mobilization

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

management conducts 2 types of internal audit. One annually by CMC Udaya Educational Board and the other once in three years by CMC Educational Board. External audits are also conducted. Major accounts are audited by Thrissur based chartered accountant and minor accounts are audited by local chartered Accountant. In addition to this regular audits are conducted by DD and AG

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
University of Calicut – Home for the Homeless as a Abhayam Programme	150000	Construction of a house for a student
[View File](#)		

6.4.3 – Total corpus fund generated

1286155

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Academician selected by IQAC from the panel of subject experts given by department	Yes	IQAC
Administrative	Yes	Udaya Educational Board	Yes	IQAC

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

An active Parents Teachers Association functions on campus. There are regular executive meetings, general body meeting and class PTA meetings. Major activities: 1. Mr. Sunil Kumar, Asst. Sub Inspector of Police gave Awareness Class to first year Degree students and their parents. 2. Contributed 1 lakh

each for sports and fine arts activities and 9 lakhs for the construction of Examination Hall 3. PTA actively participated in the flood relief campaign of the college. 4. PTA gives valuable suggestion for development of the institution. The interaction with parents helped the faculty members to understand the students better and provided valuable feedback to enhance the teaching learning process in the college.

6.5.3 – Development programmes for support staff (at least three)
1. NAAC Orientation Programme 2. Orientation programme for the support staff on Service, Disciplinary and Purchase Rules

6.5.4 – Post Accreditation initiative(s) (mention at least three)
• Department of Botany upgraded as Research Centre • Faculty encouraged to undertake FDP • 4 faculty members enrolled as research guides • Upgradation of infrastructure (Exam Room, Wash room facilities and auditorium) • New courses sanctioned in B.Voc (BFSI, Accounting and Taxation, Fashion Technology) and Community College (Diploma in Banking and Tally) • Launch of Student Centred Programme - Insight

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Workshop for Faculty on Revised NAAC Accreditation Process	26/06/2019	26/06/2019	26/06/2019	79
2018	Insight Programme in collaboration with Political Science Department	05/12/2018	05/12/2018	05/12/2018	833
2018	Staff Orientation Programme on Service, Disciplinary and Purchase Rules	07/12/2018	07/12/2018	07/12/2019	105
2018	Launch of Wings to Dream	07/12/2018	07/12/2018	07/12/2018	751
2018	Wings to Dream -	12/12/2018	12/12/2018	12/12/2018	1073

Year	Programme				Participants
	Sunil Chetris Motivational Talk				
2018	Insight Programme on Career Guidance col laboration with English Department	17/12/2018	17/12/2018	17/12/2018	65
2019	Wings to Dream - An Extra Eye, an extra ear and an extra heart	23/01/2019	23/01/2019	23/01/2019	1367
2019	Wings to Dream - An Insight	25/01/2019	25/01/2019	25/01/2019	1327
2019	Insight Programme in collaboratio n with Malayalam Department	06/03/2019	06/03/2019	06/03/2019	1105
2019	UGC NET/JRF Orientation Programme for M.A students	20/03/2019	20/03/2019	20/03/2019	160

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Women Empowerment in Present World	31/10/2018	31/10/2018	24	Nill
Lecture on Exploring Feminist Literary Theory	07/11/2018	07/11/2018	100	Nill
Seminar on Feminism	18/01/2019	18/01/2019	112	Nill
Seminar on Women's	29/01/2019	29/01/2019	104	Nill

Movement					

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

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

1. Rain harvesting units installed at the New Hostel and PG block. 2. Electricity generated using solar energy installed in the campus. 3. Cooking gas produced from kitchen waste in hostel and Staff Quarters 4. Energy Conservation using LED bulbs in class rooms and office

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	4
Rest Rooms	Yes	4
Scribes for examination	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	06/07/2019	1	Zoonoses Day awareness programme	Personal and Community hygiene	1000
2018	1	1	14/07/2018	1	Jack fruit saplings distribution	Environment Protection	120
2018	1	1	01/10/2018	30	Survey Programme –Clean Kerala Project- in Annamanada and Kuzhur Panchayats and uploaded the details of flood affected houses.	Flood Relief	100
2018	1	1	16/09/2018	1	distributed household items and	Flood Relief	10

					kitchen utensils in the flood affected houses at annamanada panchayath		
2018	Nill	1	14/06/2018	1	Public awareness drive. Distributed the leaflets about importance of blood donation among the nearby communities.	Importance of Blood donation	51
2018	1	1	30/08/2018	1	Cadets helps to clean flood affected houses in Mala Grama Panchayath	Flood relief	25
2018	1	1	30/08/2018	1	Cadets helped to clean Annamanada Panchayath Office	Flood Relief	25
2018	1	1	03/09/2018	3	Cadets participated in the 'Rebuild Kerala' survey held at Annamanada Panchayath and Kuzhur Panchayath	Flood Relief	10
2018	1	1	01/10/2018	1	In association with Mala Grama Panchayath,	Flood Relief	102

| 2018 | 1 | 1 | 07/06/2018 | 1 | Environment day, Claening of Mala police station and planting trees | Environmental protection | 102 |

NCC and NSS of Carmel College, Mala organized 'Clean Mala' program . During this program cadets cleaned the private Bus stand and foot paths in Mala

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

Title	Date of publication	Follow up(max 100 words)
COLLEGE HANDBOOK	19/06/2018	A handy guide to students communicating the Vision and Mission of the College as envisioned by the founders. Also gives in detail the code of conduct and discipline in college.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Motivation and Transformational Leadership	11/06/2018	11/06/2018	600
Value Education Course	21/06/2018	07/03/2019	1127
The Role of Spiritual Care in the Holistic Development of man	14/12/2018	14/12/2018	750
Youngsters	10/01/2019	12/01/2019	843

Mission in the present world			
Modern Families and Essential Life Values	10/01/2019	10/01/2019	272
Going to the Peripheries	14/01/2019	14/01/2019	950

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

1. Rain harvesting units installed at the New Hostel and PG block. 2. Electricity generated using solar energy installed in the campus. 3. Use of Energy star complaint computers and equipments 4. Cooking gas produced from kitchen waste in hostel and Staff Quarters 5. Energy Conservation using LED bulbs in class rooms and office 6. World Environment Day Observation: • In connection with World Environment day, saplings were distributed to the students and saplings of medicinal plants and the plants like guava, tamarind, teak, mahagani were planted in the campus on 5th June. 7. Encourage students to walk and use bicycles enjoying exercise, fresh air and a green way to start the day. 8.Reuse of chemicals after purification in the chemistry lab 9.Microscale experiments are carried out in the Chemistry lab for minimizing the use of chemicals

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICE I TITLE OF THE PRACTICE : Give a Hand OBJECTIVES : 1. To foster academic growth among economically backward students 2. To augment the educational aspirations of the poor and the middle class 3. To inspire the financially challenged to become self reliant THE CONTEXT Carmel, a college for women run by the Sisters of the Congregation of the Mother of Carmel, has the explicit vision and mission of empowering rural women with knowledge and inculcating in them the spirit of selfless love and compassion and thus creating an ideal society. Being situated in a remote idyllic locale, where a majority living far below the poverty line, higher education poses a big challenge. Majority of the students are first generation learners who come from the lower stratum of society and face financial difficulties, struggling to complete the course. In this context, the Management decides to give a hand to those students who cannot fulfill their educational dreams and make them self-reliant. Born out of this loving intent is the programme "Give a Hand." THE PRACTICE The college gives both financial aid and emotional support to students coming from economically weak backgrounds to reach out to the horizons of excellence. They are given financial assistance in the form of fee concessions, scholarships and free field trips and study tours besides supplying freely books, uniforms and meals. The institution also gives cash awards to the economically backward students for their meritorious achievements. The institution has developed a strategy for the selection of the deserving student by inviting applications for the same. Principal verifies the details of the application with the help of concerned Heads of Department. They take into consideration merit of the student and the genuineness of the need. The visit of faculty members of each department to the homes of their students and the meaningful interactions with their parents and family members, generally on Fridays provide an opportunity to understand their needs, both professional and personal. This is indeed very helpful in identifying the deserving student and those selected students will be rewarded with incentives which help them to come out in flying colours. The loving embrace through Faculty at home, programme is beneficial for developing a cordial relationship between teachers

and students. The awards instituted by former faculty members and well wishers are given in the Annual College Day Programme to poor students with good academic profile to continue their studies. Substantial financial help is also available to the deserving poor, meritorious and regular students from Students Aid Fund. In addition, the college takes all effort to inform and sanction the monetary schemes for deserving students from the management and government. The Chavara Euphrasia Scholarship instituted by the management opens door for academic high achievers from low income families. The college pays attention to notify various scholarships for low income students given by state and central governments without fail. Details regarding the scholarships are clearly displayed on the college notice boards. Details of the scholarships are specified in the College Handbook also. The Flood which wreaked havoc in 2018 opened the dams of compassion among Carmel fraternity. Realizing the pathetic situations imposed by flood on families, teachers and students spent nearly one month to stretch out their helping hands and emotional support through house visits, cleaning houses and monetary helps. EVIDENCE OF SUCCESS Many of the beneficiaries came up with academic excellence which was proved University ranks and fellowships. It is evident that many of the students who enjoyed this Give a Hand programme have been able to pursue higher studies and get better job opportunities. BEST PRACTICE II TITLE OF THE PRACTICE : Stay Green OBJECTIVES ? To create environmental awareness for a better tomorrow ? To conserve environment ? To nurture ecofriendly culture THE CONTEXT Natural disasters of great magnitude are common in recent years. Thrissur district in general and Mala in particular is severely affected during the Flood in 2018. As a college situated in this ecologically fragile zone, we strongly believe that one of our primary concerns is to create a society that cares for the environment. Realizing the importance of conservation of Nature and sustainable development, many activities are undertaken to make the campus and the nearby locality ecofriendly and the students ecosensitive. THE PRACTICE ? The rain water stored in Rain Water Harvesting facility available in our college is being used in our Chemistry lab. ? Solar panels are used as an alternative to conventional energy sources in certain areas of the college especially in the community college section. ? Cooking gas is generated using biofuel unit installed in college hostel and staff quarters ? Production and use of LED bulbs under the aegis of Department of Physics is another ecofriendly venture ? Department of Botany as part of observing Environment Day, Ozone Day and Wetland day, every year organizes sponsored programmes like invited talks, seminars and intercollegiate competitions. In collaboration with KandamkulathyVaidyasala, Kuzhur, the department used to conduct classes on medicinal plants- its use and preparation. The Botanical Garden maintained by the department plays a significant role in nurturing medicinal plants ? Water Analysis carried out by the Department of Chemistry in the flood affected area of Kuzhur Panchayat is a green initiative. Encon Club(Energy and Environment Conservation Club) of the department observes Oil and Gas Conservation Mass Awareness Campaign ? NSS constantly takes efforts in creating environmental awareness and ecofriendliness. With this intention arranges awareness classes, nature talks, tree planting, campus/street cleaning, plastic free and other environment themed campaigns. Beautification of the campus is also done by planting flowering plants in the garden. ? Green Audit is done by Departments of Botany and Physics to improve the environmental condition in and around the campus. This practice enhances the alertness to conserve environment. The audit mainly analyzes waste disposal, environmental quality and energy consumption. The waste disposal and clearance methods are reviewed and suggest the best ways to solve the problem. Environmental quality analysis covers the programmes undertaken by the campus to promote ecological consciousness and ecosensitivity. Also looks at how pollution level is reduced by decreasing the CO 2 level. The audit evaluates the energy saving methods and highlights the importance of using renewable energy. ? There is a Committee comprising

administrative and support staff striving hard for the beautification of the campus and waste management ? Waste bins are provided to students at various points and the college has pits in which organic matter is converted to manure. EVIDENCE OF SUCCESS The Stay Green initiatives in the college give a pollution free environment and improve personal hygiene. The awareness programmes and seminars organized have an impact on staff and students especially in use of water and disposal of waste.

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

http://www.carmelcollegemala.ac.in/Website/BestPractices

7.3 – Institutional Distinctiveness

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

ENHANCEMENT OF EMPLOYABILITY SKILLS Carmel College was founded in 1981 by the CMC sisters in the rustic hamlet of Mala, with the intention of uplifting the rural women from the shackles of bondage and ignorance. Considering the employability prospects and the demand for more skilled workforce in economy, the college always promotes skill based education right from its inception. Helping rural women in their pursuit of intellectual and professional excellence, the college applied for and got sanctioned job oriented Degree Programmes like Applied Physics and Functional English. Adhering to its vision, the institution keeps vigil on the latest trends and opportunities in higher education and started B.VoC courses, Community college, UGC sponsored Career Oriented Courses and ASAP that enhance the employability quotient. ? Bachelor of Vocation Courses: Aims to provide adequate skills required for particular trade. B.Voc course is most apt for candidates who want to enhance their employment opportunities by focusing on courses that impart more practical training rather than theoretical knowledge. We have 5 B.VoC Courses in Software Development, Multimedia, Fashion Technology, Accounting and Taxation and Banking, Financial Services and Insurance. ? Community College: Offers low cost, high quality education locally encompassing both vocational skills development as well as traditional course work. The college offers Diploma Courses in Banking and Tally and Printing Technology ? Career Oriented Courses: The objective of the scheme is to introduce career and market oriented, skill enhancing add-on courses that have utility for job, self-em ployment and empowerment of the students. Presently there are two UGC sponsored CoC- Fundamentals in Refrigeration and Language Acquisition Skills offered by Departments of Physics and English respectively. ? Additional Skill Acquisition Programme, run by Kerala Government aims at equipping selected school/college students with skills in Communication, IT and selected areas of industry and service sectors.

Provide the weblink of the institution

http://www.carmelcollegemala.ac.in/Website/InstitutionalDistinctiveness

8.Future Plans of Actions for Next Academic Year

• To start Certificate Courses • To start coaching for Competitive Exams • To give welfare and health programmes to Support Staff • Registration of Alumnae Association • To strengthen online feedback system • To organize more Gender sensitization and Environmental Programme • Firm up collaboration with other universities • To invite proposals for conducting national/ international level workshops and seminars • To enhance research facilities • To strengthen the activities of Career Guidance Cell • To strengthen the activities of Sports and Games