

ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC: 2014-2015



Carmel College, Mala

Submitted To

National Accreditation and Assessment Council (NAAC)

P.O Box No. 1075, OPP. NLSIU, Nagarbhavi,

Bangalore- 560072, India

CARMEL COLLEGE, MALA
The Annual Quality Assurance Report (AQAR)
Of the Internal Quality Assurance Cell (IQAC)
2014-2015

The IQAC of the college is extremely pleased to submit its Annual Quality Assurance Report of the year 2014-2015.

The IQAC consists of following members:

- | | |
|-----------------------------|----------------------------------------------------------------------------------------------------|
| a) Chairperson | : Sr. Dr. Kochuthresia M.I |
| b) Coordinator | : Dr. Licy A.D |
| c) Professors | : Ms. Mary Joseph Ms. Princy K.G Ms. Lakshmi Salim Sr. Rini Rapheal Ms. Vidhya Francis |
| d) Management Nominees | : Sr. Deepthi CMC Dr. Licy C.I Dr. Jaseentha M.O |
| e) Administrative Officials | : Sr. Alphonsa T.O Smt. Baby C.G |
| f) Local representative | : A.V.Thomas |
| g) Student representatives | : Athira Sankarankutty Sreelakshmi K J |
| h) Alumni representatives | : Ms. Meena Chako Ms. Pretty John |
| i) Industrialist | : Mr. Wilson Kandamkulathy |
| j) External Expert | : Sr. Susan CMC |

CONTENTS

Part – A

| | |
|------------------------------------|----|
| 1. Details of the Institution | 8 |
| 2. IQAC Composition and Activities | 12 |

Part – B

| | |
|-------------------------------------------------------|----|
| Criterion – I: Curricular Aspects | 21 |
| Criterion – II: Teaching, Learning and Evaluation | 23 |
| Criterion – III: Research, Consultancy and Extension | 29 |
| Criterion – IV: Infrastructure and Learning Resources | 38 |
| Criterion – V: Student Support and Progression | 41 |
| Criterion – VI: Governance, Leadership and Management | 50 |
| Criterion – VII: Innovations and Best Practices | 69 |
| Criterion – VIII: Plans of institution for next year | 85 |

Our Vision

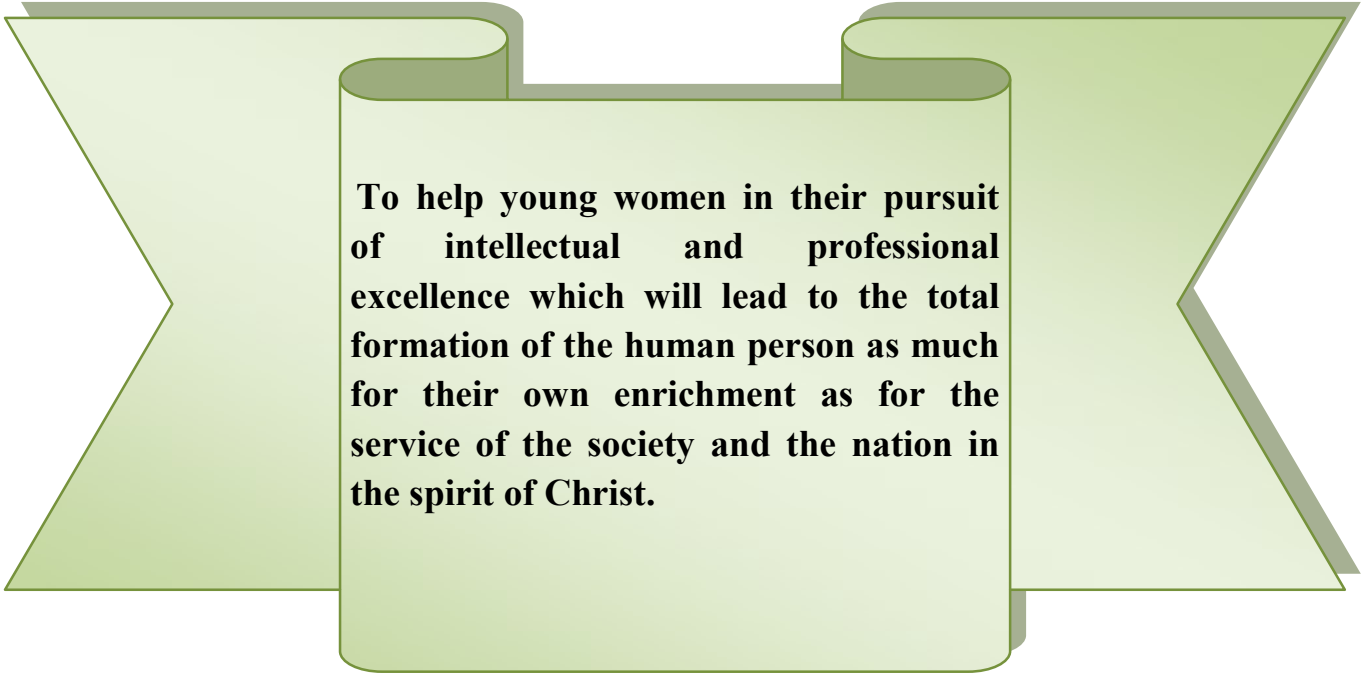
It is our vision to uplift the weak and downtrodden sections of society, especially the rural woman, so as to liberate her from the shackles of bondage to a new world of

Light & Love.

Our Mission

We dedicate ourselves to the cause of empowering rural women with knowledge, inculcating in them the spirit of selfless love and compassion, spreading peace in the society living in harmony with nature and illuminating the world to eternity.

Our Goal



To help young women in their pursuit of intellectual and professional excellence which will lead to the total formation of the human person as much for their own enrichment as for the service of the society and the nation in the spirit of Christ.

Our Objectives

- * To promote the total development of the young woman in her uniqueness.
- * To liberate her from economic dependency by inculcating in her a proper work culture.
- * To instill in her a desire to attain excellence.
- * To help her think in a clear, fearless and independent manner.
- * To equip her to see and apply knowledge so as to find solutions to human problems.
- * To make her conscious of her social obligations.
- * To mould her to be an agent of peace, harmony and universal brotherhood.
- * To sensitize her on the social, ethical and cultural values.
- * To help radiate true 'Light' through 'Love'.

Our Motto



The Annual Quality Assurance Report (AQAR)
Of The IQAC

Ist April - 31st March 2015

PART - A

1. Details of the Institution

1.1 Name of the Institution

Carmel College, Mala

1.2 Address Line 1

Carmel College

Address Line 2

Mala P.O

City/Town

Thrissur (Dt)

State

Kerala

Pin Code

Pincode-680732

Institution e-mail address

carmelcollege @ rediffmail.com
carmelnaac@gmail.com.

Contact Nos.

0480-2890247
9745519342, 9497630247

Name of the Head of the Institution:

Dr. Sr. Kochuthresia M.I

Tel. No. with STD Code:

0480-2890247

Mobile:

9745519342

Name of the IQAC Co-ordinator:

Dr. Licy A.D

Mobile:

9497630247

IQAC e-mail address:

carmelnaac @ gmail.com

1.3 NAAC Track ID

(For ex. MHCOGN 18879)

KLCOGN11893

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

*This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)*

EC/52/RAR/63, 28-3-2010

1.5 Website address:

carmelcollegemala.ac.in

Web-link of the AQAR:

<http://www.carmelcollegemala.ac.in/carmelcollege/user/files/AQAR2013-14.pdf>

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

| Sl. No. | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
|---------|-----------------------|-------|------|-----------------------|-----------------|
| 1 | 1 st Cycle | B++ | | 2004 | 2004-2009 |
| 2 | 2 nd Cycle | A | 3.0 | 2010 | 2010-2015 |

1.7 Date of Establishment of IQAC : DD/MM/YYYY

12-08-2005

1.8 AQAR for the year (for example 2010-11)

2014-2015

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

| | | |
|-----------|-------|------------|
| i. AQAR | 9-10 | 23-12-2010 |
| ii. AQAR | 10-11 | 11-11-2011 |
| iii. AQAR | 11-12 | 29-12-2012 |
| iv. AQAR | 12-13 | 22-12-2013 |
| v. AQAR | 13-14 | 15-11-2014 |
| vi. AQAR | 14-15 | 15-05-2015 |

1.10 Institutional Status

| | | | | | | | | |
|----------------------------------------|-------|-------------------------------------|---------|-------------------------------------|--------|--------------------------|---------|--------------------------|
| University | State | <input checked="" type="checkbox"/> | Central | <input type="checkbox"/> | Deemed | <input type="checkbox"/> | Private | <input type="checkbox"/> |
| Affiliated College | Yes | <input checked="" type="checkbox"/> | No | <input type="checkbox"/> | | | | |
| Constituent College | Yes | <input checked="" type="checkbox"/> | No | <input type="checkbox"/> | | | | |
| Autonomous college of UGC | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> | | | | |
| Regulatory Agency approved Institution | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> | | | | |

(eg. AICTE, BCI, MCI, PCI, NCI)

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

1.11 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 checked="" type="checkbox"/> | | |
| Others (Specify) | <input type="text" value="B.Voc"/> | | | | | | | | |

1.12 Name of the Affiliating University (*for the Colleges*)

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR

etc,

Yes, UGC

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 No. of Teachers

7

2.2 No. of Administrative/Technical staff

2

2.3 No. of students

2

2.4 No. of Management representatives

3

2.5 No. of Alumni

2

**2.6 No. of any other stakeholder and
community representatives**

1

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

7

2.11 No. of meetings with various stakeholders No.

85

Faculty

40

Non-Teaching Staff & Students

24

Alumni

17

Others

4

2.12 Has IQAC received any funding from UGC during the year? Yes

√

No

If yes, mention the amount

Rs.300000/-

2.13 Seminars and Conferences (only quality related)

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

Total Nos.

39

International

3

National

15

State

21

(ii) Themes

- College level one day seminar on “NAAC preparation” by Dr. Asissi Menachery.
- College level two day workshop on “Image Editing” by Mr. Johnson, Image Expert, Don Studio, Mala.
- One Day training programme on “Video Conferencing” by Mr. George , Avor Company.
- Quality Improvement for Faculty by Dr. J ayachandran, Former Principal , Kerala Varma College, Thrissur
- 'My Zone'- Teacher Student Interactive Learning System- Training for Staff by Sr. Smitty V Isidhore
- One Day National Seminar on ‘Soft Skills’ for office Administration in collaboration with CMC Udaya Educational Society.
- IQAC organized an International Video Conferencing with MS. Stafphana Saundres, Registrar of Supreme Court, The Bahamas on “Women empowerment.”

2.14 Significant Activities and contributions made by IQAC

- Scholar Support Programme
- Walk With Scholar
- Video Conference Programme
- Action Initiated to install Ac in NAAC room and Video Conferencing room
- Remedial Coaching Programme.
- Promoted the use of technology in teaching and learning.
- Made assessment of the performance of the teachers.
- Supported the NCC, NSS ,Women Cell and other organizations to come out with innovative community related programmes.
- Used the land of the college productively especially for the agricultural purposes.

- Took steps to appointed qualified permanent teachers.
- Took steps to ensure regularity and punctuality of the students.
- Tried to accumulate funds from UGC funding agencies.
- Prepared the AQAR of 2014-15.
- Published a research journal for students and conference proceeding of the teachers belonging to various disciplines.
- Action initiated to begin seriously the process for reaccreditation of the institution in the following academic year.
- Provided financial assistance from management to departments for minor project and seminars.
- Initiated steps to construct house for the poor students with contributions from students, teachers and alumni under the management housing project.
- Encouraged the faculty members to include innovative practices for the peer group teaching sessions.
- Records various programmes and activities of the college.
- Motivates the staff and students to use technology in the classrooms like OHP, PPT, Video lessons, peer teaching and recording etc.
- Action plan was drawn at the beginning of the academic year to identify month-wise programs to be conducted by all department , and committees for quality sustenance and development.
- Communication skills/ job skills/ soft skills general aptitude development through certificate courses were offered to students by all departments.
- Faculty are motivated to do research work(M. Phil, Ph. D).
- Management induced faculty to write research articles and sponsored them for research seminars and workshops.
- Encourage faculty to attend workshop/ seminars/ refresher courses.
- IQAC have given directions to start add- on- course from next academic year. IQAC is constantly evaluating the attendance of students as well as teaching learning process through feedbacks.

- It conducted evaluation in the form of questionnaire and take feedback from students, staff , stakeholders and alumnae to assess the quality of the teaching/ learning process.
- Conducted personality development programmes, career guidance and pre placement training programmes for the students with the support of Alumnae.
- Strengthened linkages with other institutions and industries.
- Extended rural development programme like giving training in Tailoring, binding , embroidery in adopted village namely Pinapadu.
- Student feedback on teachers was conducted.
- Encouraged the faculty members to pursue research in their respective field of the study.
- Equipped the students of the college with the knowledge of the latest trends in their respective field and to prepare them to meet the requirement of the competitive world
- Updated the already existing automated software installed in the institution.
- The proposal of the IQAC was approved by the management and funds were allocated for the beautification of the campus.
- Faculty development workshops for teaching and non- teaching staff.
- Documentation of college activities.
- Assist the principal in ensuring quality in day to day administration.
- The IQAC plans for various academic and non- academic activities.
- ASAP

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 |
|------------------------------------------------------------------------------|-------------------------------------------------------------------------|
| Complete library automation | Completed the automation process of the library |
| Infrastructural development | Completed the construction work of ladies hostel |
| Evaluation of teachers | Completed the evaluation of teachers in a newly framed Performa |
| Promotion of ICT enabled teaching and learning process | All departments use ICT enabled teaching and learning methods |
| Update and digitalize existing files in the departments/ clubs/ associations | Updated, consolidated and digitalized the files |
| Rope in new courses | B.A History, B.S c Zoology.,B.com Finance, B. Voc courses started |
| Use the land of the college productively | Practiced agriculture in the college campus by the nature club. |
| Appoint teachers with calibre and merit | Appointed new permanent teachers with high calibre |
| To encourage all the department to conduct seminars | Annexure I International -3 National -15 State level-21 |
| To publish a research | Published a journal with ISBN Number and a research |

| | |
|------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| journals with ISBN Number and conference proceedings of the teachers belonging to various disciplines. | journal “Carmel Bloom” for students. And Conference proceedings. |
| Encourage the faculty members to participate in various seminars. | Faculty members participated in various seminars (Annexure II) |
| To encourage the faculty members participate in refresher/ orientation courses. | Faculty members participated in refresher/ orientation courses organized by UGC Refresher- 4 Orientation-3 |
| To apply for B. Voc programme and commercialized college programme. | B. Voc sanctioned. Two Courses-Multimedia, Software Development |
| To encourage various departments to apply for major and minor projects. | Various departments have submitted their proposals for major and minor projects. |
| To encourage the various departments to conduct invited talks by experts from respective field. | (Annexure III) |
| To encourage the students to participate in the college, university, state and national level sports and games events. | Students actively participated in the college university, state and national level sports and games events and bagged several medals and awards. (Annexure IV) |

| | |
|------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------|
| To request the management to allocate fund for the beautification of the campus and minor research projects and seminars. | The management allocated fund for the beautification of the campus. |
| To submit proposal for the renovation of NAAC/IQAC room. | Report sanctioned by NAAC and 3 lakh sanctioned |
| To continue value education classes to help students recognize, encourage and inculcate moral values. | Value education classes are conducted for all the classes during the third hour of every Tuesday. |
| To encourage research culture among students by making 'project work' a part internal assessment and start to publish one journal. | Project work is given due weight age in internal assessment. This year started one journal for students. |
| To start B. Voc with UGC sponsorship | B. Voc Sanctioned by UGC and University and started this year two courses |
| To increase the programme options available to students in terms of diplomas and certificates | More Certificates courses were offered. |
| To organize skill development programme for non-teaching staff. | Workshop on 'Soft Skills' was organized for the benefit of non-teaching staff. |
| To strengthen remedial classes for slow learners. | Remedial classes are being conducted. |
| To start a few more useful | Add-on courses and Skill Development are |

| | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|
| Add- on courses and Skill Development courses | started.(Annexure V) |
| Enhance tutorial system | Tutor for each class were appointed and conducted 30 minutes tutorial session in every week. |
| To improve scholar support programme in collaboration with Kerala higher education council. | SSP spread to more students and modified its implementation. |
| Walk With Scholar | WWS spread to more students and modified its implementation. |
| Online classes | Initiated 'My Zone' programme |
| To try to finish the construction of ladies hostel. | Ladies hostel construction is finished. |
| To cater to the needs of slow learners through extra classes programme. | Remedial classes were conducted to help the slow learners improve their academic performance. |
| Strengthen extension activities | As part of extension activities many programmes was conducted |
| Preparation of SSR | NAAC SSR Submitted. |
| <ul style="list-style-type: none"> • The IQAC meets once in a term and discuss various issues relating to curriculum changes and progress of the institution to keep in par with the current needs. • It reassess the activities planned and executed by various departments and committee and documents them. • The IQAC Coordinator in consultation with other members prepares the AQAR and places it before the management for verification. The management modifies and finalize the Annual Quality Assurance Report. • The IQAC with the help of NAAC steering committee prepared and submitted SSR for 3rd cycle. | |

** Attach the Academic Calendar of the year as Annexure. (**Annexure VI**)*

2.16 Whether the AQAR was placed in statutory body Yes ☒ No ☐

Management ☒ Syndicate ☐ Any other body ☐

Provide the details of the action taken

- The management approved the plan of action and gave consent to implement them.

Part – B

Criterion – I

I. 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 | | | | |
| PG | 6 | | 4 | |
| UG | 15 | 5 | 7 | |
| PG Diploma | 2 | | | |
| Advanced Diploma | 2 | | | |
| Diploma | 6 | | | |
| Certificate | 14 | 3 | | 2 |
| Others | | | | |
| Total | 42 | 8 | 11 | 2 |
| Interdisciplinary | 36 | 3 | | |
| Innovative | | 3 | | |

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

| Pattern | Number of programmes |
|---------------|----------------------|
| ✓ Semester | 21 |
| Trimester | |
| Annual | |

(ii) Pattern of programmes:

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 (Annexure VI)*

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

Yes,

- The university revises the syllabus both in practical's and theory every 3 to 4 years as per the recommendation of Board of Studies in various subjects. The same syllabus is followed by all the affiliated colleges.
- B.Voc syllabi developed
- Syllabus of Skill developed programme created and Introduced.
- job oriented
- Devoid of unnecessary elements
- Student friendly
- Topics related to current scenario
- Depending on the needs of the students to face the competitive society, the syllabus is revised and updated by university in the board of studies meeting. The inputs and suggestions are given by the subject experts and alumnae, is taken into consideration for reviewing the existing programmes.

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

Yes,

- B. Voc, Department of Vocational- Software Development, Multimedia
- Started B. Sc Zoology, BA History, B.com Finance.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

| Total | Asst. Professors | Associate Professors | Professors | Others |
|-------|---------------------|-------------------------|------------|--------|
| 30 | 21 | 9 | | |

2.2 No. of permanent faculty with Ph.D.

12

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

| Asst. Professors | | Associate Professors | | Professors | | Others | | Total | |
|---------------------|---|-------------------------|---|------------|---|--------|---|-------|---|
| R | V | R | V | R | V | R | V | R | V |
| 3 | 2 | | | | | | | | |

2.4 No. of Guest and Visiting faculty and Temporary faculty

38

1

9

2.5 Faculty participation in conferences and symposia:

| No. of Faculty | International level | National level | State level |
|------------------|---------------------|----------------|-------------|
| Attended | 96 | 588 | 47 |
| Presented papers | 17 | 38 | 21 |
| Resource Persons | | 6 | 9 |

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- ✓ Video Conferencing
- ✓ Student Support Programme
- ✓ Walk With Scholar
- ✓ Smart class Rooms.
- ✓ Technology aided teaching.
- ✓ Current and up- to- date software.
- ✓ Bridge courses.
- ✓ Enrichment programmes.
- ✓ Publish a research journal, “Carmel Bloom” for students
- ✓ Conducted study tours for giving the pupils first - hand experience in their respective disciplines.
- ✓ Using language lab to enhance communicative skills.
- ✓ ICT enabled teaching- learning process.
- ✓ Additional Skill Acquisition Programme (ASAP) benefited students to acquire self- confidence and better communicative skill to pursue a bright career
- ✓ Lecture by experts in the respective fields
- ✓ Institution has adopted innovative teaching methods like OHP (Over Head Project) transparencies, Power point presentations (PPT), Subject Video lessons, Interactive Boards, supply of subject materials, use of language lab and computer labs, usage of accountings packages like Tally, Spreadsheet etc.
- ✓ Group discussions, peer teaching, student seminars, Assignments, Study Projects and Class rooms tests etc.
- ✓ Case studies
- ✓ Role plays
- ✓ Experiential learning- Fields visits/ Industrial visits/ Outdoor shooting
- ✓ Hand - on experience- internships, projects
- ✓ Guest lecture through online

- ✓ Article reviews on various topics
- ✓ Student- centered teaching were introduced.
- ✓ The college offers value education classes to enhance the moral and ethical values among students. Yoga and Karate is made for all students with the aim to help the students to be fit both physically and mentally and defend themselves in times of insecurity.
- ✓ LAPTOP, DESKTOP, LCD and internet connections are made available in each department and library to adopt innovative methods in teaching and learning.

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

194

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

- Online exams
- Internal assessment
- Group discussions
- Oral Viva

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

3

6

14

The staff members are involved in curriculum revision organized by university of Calicut. The syllabus is revised and updated to meet the needs of the students and every staff members is involved in this process. Syllabus for B.Voc and Skill Development programmes created.

2.10 Average percentage of attendance of students

98%

2.11 Course/Programme wise distribution of pass percentage :

| Title of the Programme | Total no. of students appeared | Division | | | | | | | |
|------------------------|--------------------------------|----------------|---|----------------|----|----------------|---|---|--------|
| | | A ⁺ | A | B ⁺ | B | C ⁺ | C | D | Pass % |
| UG | | | | | | | | | |
| Botany | 24 | | | 7 | 15 | | | 2 | 92% |
| Chemistry | 24 | | 2 | 10 | 6 | 2 | | 4 | 83% |
| Applied Physics | 24 | | 1 | 11 | 6 | 1 | | 5 | 79% |
| Mathematics | 22 | 1 | 6 | 8 | 3 | 2 | | 2 | 91% |
| B.Com | 44 | | 3 | 26 | 14 | 1 | | | 100% |
| Functional English | 25 | | 2 | 6 | 10 | 1 | | 6 | 89% |
| Sociology | 33 | | 1 | 12 | 18 | 1 | | 1 | 97% |
| Political Science | 37 | | | 3 | 18 | 8 | 6 | 2 | 95% |
| PG | | | | | | | | | |
| History | 14 | | | 1 | 6 | 3 | 2 | 2 | 85% |
| Sociology | 16 | | | | 10 | 5 | | 1 | 94% |
| Mathematics | 9 | | | | 1 | 1 | 2 | 5 | 45% |

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

- The IQAC motivate staff and students conduct video conferencing programmes for learning process.
- The IQAC co- ordinates the monitoring system for quality competently and successfully.
- The IQAC monitor and evaluates the teaching learning process by conducting periodical meetings.
- Encourages the college council to discuss important academic matters that deserve attention.
- Intimates the management about the facilities to be provided for smooth conduct of the teaching - learning process.

- Ensures that the general and the departmental timetables are prepared on time.
- Motivate and Organizes workshops, seminars, orientation programmes for stepping up quality
- Ensures that all the academic, administrative and financial matters are expedited and carried out in a competent manner.
- Taking regular feedbacks on teacher quality. The feedback is evaluated by planning, evaluation and UGC committee along with IQAC members and necessary measures are taken to maintain the quality education.
- Creation of learning environment in classes which motivates critical thinking, creativity and scientific temper.
- Making project and field experiences as compulsory part of courses.
- Each department submits an annual report as on the activities comprising academic activities , research and extension activities, innovations in teaching/ learning, publications, staff and student achievements, extra and co- curricular activities to the IQAC.
- The IQAC, as part of its quality assurance and sustenance policy has systematized the conduct of faculty development programmes and orientation sessions for faculty on building truly engaged teachers, synergy in professionalism, mentoring, effective and innovative teaching methodologies.
- IQAC has given suggestions and recommendations to renovate and strengthen the ASAP tutorial SSP and remedial coaching practices.
- IQAC proposed to purchase books relevant to academic needs. It collects feedback responses from students and monitors academic audit periodically. The cell looks into and evaluates the teaching learning process and endeavors to modernize its supporting system.
- It conducts evaluation in the form of questionnaire and takes feedback from students, staff, parents, alumni and external experts alumnae to assess the quality of the teaching/ learning process.

2.13 Initiatives undertaken towards faculty development

| <i>Faculty / Staff Development Programmes</i> | <i>Number of faculty benefitted</i> |
|------------------------------------------------|-------------------------------------|
| Refresher courses | 4 |
| UGC – Faculty Improvement Programme | |
| HRD programmes | 2 |
| Orientation programmes | 3 |
| Faculty exchange programme | |
| Staff training conducted by the university | 4 |
| Staff training conducted by other institutions | 12 |
| Summer / Winter schools, Workshops, etc. | 21 |
| Others | |

2.14 Details of Administrative and Technical staff

| Category | Number of Permanent Employees | Number of Vacant Positions | Number of permanent positions filled during the Year | Number of positions filled temporarily |
|----------------------|-------------------------------|----------------------------|------------------------------------------------------|----------------------------------------|
| Administrative Staff | 17 | | | |
| Technical Staff | 3 | | | |

Criterion – III

3. Research, Consultancy and Extension

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

Research is one of the identified strategic areas of focus. The policies of the college to encourage faculty to take up research include:

- Published a research journal 'Carmel Bloom ' for students
- Ensured smooth and effective functioning of the research cell.
- Conducted seminars and classes to instill the demand and interest for research.
- Included more faculties in research.
- Take action for set up an video conference hall.
- Encourage staff to start new minor/ major research projects.
- Advise research cell to start new journal for students.
- Motivating the faculty to register for M.Phil/ Ph.D
- Providing seed money , study leave and research incentives for projects.
- Encourage Research facilities like SPSS (Statistical Package for Social Science) , free internet, INFLIBNET, DEL NET , research journals.
- Flexible time table to attend and participate in seminars/ workshop/ conference etc at the regional/ state level.
- Faculty are encouraged to present papers and as a result 21 papers are presented by the faculty during the year.
- Eminent resource persons are invited to conduct workshops/ seminars/ guest lectures on topics of research interest.
- Faculty members with Doctorate degree are encouraged to take up the role of guides to research and publications .
- The IQAC meets regularly to discuss various plans to promote research climate and motivate the faculty to do higher studies, refresher courses and projects.
- It motivates the staff and students for research publications, articles, reviews and books.
- The staff and students are informed about various fellowships and schemes available under UGC and they are encouraged to apply for them.

- Research is a significant activity of the college. In order to promote quality research, we published one research journals for staff.

3.2 Details regarding major projects : Nil

| | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|---------|------------|-----------|
| Number | | | | 1 |
| Outlay in Rs. Lakhs | | | | |

3.3 Details regarding minor projects

| | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|---------|------------|-----------|
| Number | 4 | 6 | | 5 |
| Outlay in Rs. Lakhs | 257500 | 4,45000 | | |

3.4 Details on research publications

| | International | National | Others |
|--------------------------|---------------|----------|--------|
| Peer Review Journals | 6 | 13 | |
| Non-Peer Review Journals | 2 | | |
| e-Journals | | | |
| Conference proceedings | | 6 | |

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

| Nature of the Project | Duration Year | Name of the funding Agency | Total grant Sanctioned | Received |
|--------------------------------------------------------------------------------|---------------|----------------------------|------------------------|-----------|
| Major projects | | | | |
| Minor Projects | 2 | KSCSTE | 2,00000/- | 1,00000/- |
| | 2 | UGC | 1,10000/- | 65,000/- |
| | 2 | UGC | 1,50000/- | 1,10000/- |
| | 2 | UGC | 1,90000/- | 1,30000/- |
| Interdisciplinary Projects | | | | |
| Industry sponsored | | | | |
| Projects sponsored by the University/ College | 6 Month | College Management | 60,000 | 60,000 |
| Students research projects <i>(other than compulsory by the University)</i> | 1 | Souhredhum | 50,000/- | 25,000/- |
| Any other(Specify) | | | | |
| Total | | | 7,60000 | 4,90000 |

3.7 No. of books published i) With ISBN No.

1

Chapters in Edited Books

6

ii) Without ISBN No.

4

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges

Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)
Re - accredited with A

3.10 Revenue generated through consultancy
 Free consultancy
3.11 No. of conferences organized by the Institution

| Level | International | National | State | University | College |
|---------------------|----------------|--------------------|----------------|------------|--------------------|
| Number | 4 | 15 | 21 | - | 27 |
| Sponsoring agencies | UGC Department | KSS UGC Department | UGC Department | | College Department |

3.12 No. of faculty served as experts, chairpersons or resource persons
 13
3.13 No. of collaborations

International

 1

National

 10

Any other

3.14 No. of linkages created during this year
 9
3.15 Total budget for research for current year in lakhs :

From Funding agency

 4.05000/-

From Management /University/College

 1 Lakh

Total

 5.05000/-

3.16 No. of patents received this year

| Type of Patent | | Number |
|----------------|---------|--------|
| National | Applied | |
| | Granted | |
| International | Applied | |
| | Granted | |
| Commercialized | 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 | District | College |
|-------|---------------|----------|-------|------------|----------|---------|
| | | | | | | |

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

1

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

SR

Project Fellows

Any other

3.21 No. of students Participated in NSS events:

University level

200

State level

200

National level

200

International level

200

3.22 No. of students participated in NCC events:

| | | | |
|------------------|-----|---------------------|-----|
| University level | 105 | State level | 105 |
| National level | 8 | International level | |

3.23 No. of Awards won in NSS:

| | | | |
|------------------|---|---------------------|---|
| University level | | State level | 2 |
| National level | 2 | International level | |

3.24 No. of Awards won in NCC:

| | | | |
|------------------|----|---------------------|---|
| University level | 23 | State level | 4 |
| National level | 2 | International level | |

3.25 No. of Extension activities organized

| | | | |
|------------------|----|---------------|----|
| University forum | 8 | College forum | 33 |
| NCC | 14 | NSS | 26 |
| | | Any other | |

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

- Rally against Anti alcoholism
- Department of Sociology Conducted a Socio –economic survey at adopted village and involved in one project
- Faculty at Home programme
- KSCSTE sponsored awareness programmes on Herbal medicine and their uses, family farming through vegetable to local women
- In collaboration with NSS units we made vegetable gardens in 700 houses in Mala and Velookkara Panchayath.
- Department of Computer Science , English and Mathematics arranged tuition Programme for the children of adopted villages.

- The Chemistry department is involved in analysis of water samples from local area when it is required.
- Energy audit of the campus as a part of Green audit
- Two acres of vegetable cultivation was initiated by the college.
- Awareness programmes on the harmful effects of drugs and alcohol.
- Adoption of a village programme.
- Class PTA
- Hosted Red Ribbon Rally as a part of the AIDS day awareness programmes.
- Christmas celebration with the poor and the destitute of the Kavanadu adopted village, Mala
- NSS campus were conducted to foster social responsibility amongst students. Infrastructural facilities of the college are extended to the local community for conducting programmes in connection with Panchayath and Block levels
- NCC cadets were selected to be sent to various state level and national level camps.
- Epidemic Preventive awareness Programmes was conducted including street plays and rallies with the help of the Local Self Government Department.
- Noon meal programme extended to the Mala government hospital.
- Programmes are conducted for maintaining communal harmony.
- World environment day observed with a pledge to protect environment on 5th June 2014.
- 'Road traffic literacy campaign' conducted.
- Ozone day observed on 5th October 2014 by chemistry department.
- Orphanage visit organized by departments and handed over many day to day useful thesis.
- The college encourages the staff and students to take up various activities relating to extension and social responsibilities.
- Apart from the regular work, a number of faculty and students actively take part in various social activities through department associations, NSS, NCC, AICUF, women cell Health Club and Tourism Club.
- Outreach programmes like Blood donation camps, HIV- AIDS awareness, Rain water

harvesting awareness, Healthy awareness programmes, mass media , energy conservation, environment etc. were organized at adopted village, and in the college campus.

- Arranged study tours, field trip, court visits, tribal visit and industrial visits by all departments hand other associations.
- Organized adult education and skill development programmes were conducted .
- Clean & green programme was arranged in and outside the campus.
- Day celebrations.
- International women's day was celebrated in the college by women cell.
- Celebration of Environmental week by the different departments and associations.
- Solidarity day was conducted by political science departments.

Women Cell Activities

To impart as well as to cultivate a self reliant mode of life style, there are facilitates to acquire and learn different handy-crafts.

a) General Tailoring : -

From the beginning onwards, the students are attracted to this corner. Early morning and late evening students came and started to learn the tailoring in general. Most of the students took it serious and began to acquire the stitches and learned to a variety of dressmaking systems. The girls, especially drop-out girls, also got admission since these is no basic qualification. Within 6 months, girls acquired the techniques in excellence in the Career. They got interest and made it as a earning device.

b) Embroidery : -

The Management started an Embroidery Coaching Cell also. The students who are learning tailoring methods, requested to get coaching embroidery devices. Most of the general tailoring students also started learning the Embroidery Skills.

c) Handicrafts : -

Modern girls are very interested in different types of handicrafts like Glass-painting, Flower making, Making of Soft toys etc. All the materials for each of these types could buy as kits from shops. The learners, with the help of teacher, easily reassemble the packs or paint or make and complete the work. Within a short period, the interested student may achieve excellence in the working system.

From 2014-'15, about 50 students are getting coaching in the same.

d) This section is included with **Book-Binding** (Common), Spiral Binding and Note Book Making. 8 married ladies are working in this section. Nearly 20000 books are making within a year. The initial and incidental expenses are met by the Management. When the note-books are sold the ladies will get wages and they are running their family to an extent in this small venture.

e) There is a **library in the Women Cell**. The books from this wing is benefitted to the outsiders. The system of distribution is according to the need of the girls. The teacher in charge of Tailoring Centre is taking the responsibility for the distribution. There is no fee for the library. Many of the drop out girls are benefitting by this system.

National Service Scheme

NSS with motto 'Not Me But You' has two units with 200 volunteers. Regular activities of the year 2014-15 formally commenced with the World Environment Day celebrations by planting saplings in the campus and distributing them to the students. NSS units organized an International Seminar on 'Pain and Palliative' led by Dr. Jeremy Richard Johnson, Medical Director, ALFA Pain and Palliative Care, UK. Adv. Deepa from Irinjalakuda Muncif Court, took an awareness class on "Legal Literacy."

The NSS units organized a blood donation camp with the support of IMA Blood Bank, Thrissur on the World AIDS Day. The 7 day special camping programme 'Thanima-2014' based on the theme 'Healthy Youth for Healthy India' was held at Kavanadu village in Mala during the Christmas holidays. The camp was inaugurated by T. N. Prathapan MLA and presided over by Smt. Indira Sivaraman, President, Mala Grama Panchayath. The known people from different walks of life like Dr. Chandran, Retd. Professor, Christ College, Irinjalakuda, Dr. Sr. Rosemary CMC, our Principal and Provincial Superior, Udaya Province, Irinjalakuda, A. Ashraf, Vice President, Mala Block Panchayath, Sri. Sajeevan, Health Inspector CHC Mala, Joshi Kanjoothara and C. L. Babu, Ward Members, Mala Grama Panchayath and Ms. Deepa and Ms. Linu, Staff Nurses, Thomson Medical Centre, Mala visited the camp and took classes on various topics. An awareness class on HIV, Diabetic Detection Camp, Health Survey and Cleaning Programmes were the highlights of the camp.

The valedictory session was inaugurated by Smt. Indira Sivaraman, President, Mala Grama Panchayath and presided over by our Vice Principal Dr. Sr. Lizy C.I. Camp Manuscript Magazine ‘Thanima’ was released on this occasion.

The Units observed important days such as Independence Day, Gandhi Jayanthi, NSS Day, World Aids Day, Anti-Drug Day, Children’s Day, Road Safety Week and the like with literary and non-literary competitions. The Programme officers and volunteers actively participated in various programmes such as seminars, workshops etc. in and outside the college. Programme Officer Ms. Sandhya P.A participated in the 7 day orientation programme at TOC, Kalamassery. NSS volunteers and Programme Officers took part in the Walkathon organised in connection with the World Pain and Palliative Care Day observation at Thrissur on 23 October. The NSS volunteers were deputed to participate in the ‘Green Thrissur Mission’ at Thrissur. The NSS units actively involved with the various programmes conducted in connection with the Prime Minister’s ‘Swatch Bharath’ National Mission. Volunteers participated in the cleaning activities in and around Mala such as Jewish Synagogue, KSRTC Bus Station, Private Bus Station, town premises and Grama Panchayath ground. NSS Volunteers wholeheartedly participated in “Run Kerala Run” Programme organised in association with the 35th National Games.

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 | 17 3/4 | | Management | 17 3/4 |
| Class rooms | 45 | 4 | Management | 49 |
| Laboratories | 8 | | UGC | 8 |
| Seminar Halls | 4 | | Management | 4 |
| No. of important equipments purchased (\geq 1-0 lakh) during the current year. | 407 | 99 | Management UGC | 506 |
| Value of the equipment purchased during the year (Rs. in Lakhs) | | | | 2334264 |

| | | | | |
|--------------------------------------------------------------------|--|--------------------------------|-----|----------|
| Amount spent for creation of Software Development & Multimedia Lab | | 50-Computers, 4- Printers, etc | UGC | 5000000 |
| Amount spent for other needs | | | | 14526340 |

4.2 Computerization of administration and library

- Completed office automation.
- ICT has been integrated in the college activities.
- Internet is provided to staff and students at free cost. There is also a separate internet centre in the library .
- Library automation- Koha software is used for bar coding, access to book catalogue and issuing.
- The library provides open access to staff and students
- At the beginning of every semester, the librarian addresses the students, explaining the methods of using the library resources.
- Auto lib software facilitates the borrowing and issue of
- books quickly.

4.3 Library services:

| | Existing | | Newly added | | Total | |
|---------------------------------|-------------|------------|-------------|--------|-------------|------------|
| | No. | Value | No. | Value | No. | Value |
| Text Books | 26503 | 4831959 | 803 | 400000 | 27306 | 5231959 |
| Reference Books | 1106 | 1267978.25 | | | 1106 | 1267978.25 |
| e-Books | 93809 | 5000 | 93809 | 5000 | 187618 | 10000 |
| Journals | 145 | 64968 | 99 | 74157 | 244 | 139125 |
| e-Journals | 6247 | 5000 | 6247 | 5000 | 12494 | 10000 |
| Digital Database | Green stone | 12500 | - | - | Green stone | 12500 |
| CD & Video | 506 | 7798 | 57 | 3130 | 513 | 10928 |
| Others (specify) News Papers | 10 | 11943 | 7 | 11941 | 17 | 23884 |

4.4 Technology up gradation (overall)

| | Total Computers | Computer Labs | Internet | Browsing Centers | Computer Centers | Office | Departments | Others |
|----------|-----------------|---------------|----------|------------------|------------------|--------|-------------|--------|
| Existing | 115 | 5 | 3 | 3 | 2 | 1 | 13 | |
| Added | 55 | | 1 | | | 15 | 12 | |
| Total | 170 | 5 | 4 | 3 | 2 | 16 | 25 | |

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

- Online class training for faculty
- ASAP Training to students.
- State level training programme for non teaching staff organized by KSHEC.
- Computer lab with internet facility.
- Computer and internet access training to teachers and students
- Training for faculty to Video Conferencing
- Orientation on MOODLE software for faculty.
- The library is equipped with open educational resources like the information and library network(INFLIBNET) for the assistance of the staff and students.
- Department of computer science organized an orientation programme on Basic computer usage degree students in class wise.
- Every department has been provided with computers & LCD.
- Expansion of E- technology has enhanced the use of computers in curriculum development, teaching - learning , evaluation and research.
- Students are encouraged to make of computers for power point presentations of their seminars and projects.
- Internet browsing is available for teachers and students at the internet centre free of cost during the working hours of the library.
- Training to staff and students on ICT , B. Voc course (Multimedia and software development sanctioned by UGC).

4.6 Amount spent on maintenance in lakhs :

| | |
|------------------------------------------|------------------|
| i) ICT | 2212860 |
| ii) Campus Infrastructure and facilities | 1077237 |
| iii) Equipments | 7334264 |
| iv) Others | 14526340 |
| Total : | 2,5150701 |

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Introduced a special awareness programme on Civil Service/Bank Coaching and PSC coaching.
- Introduced a special coaching for Video Conferencing programme
- Introduced a new system for "Radio News Hearers at Student corner
- Updated prospectus / handbooks is published annually and information is provided to the students through these documents.
- Information about new arrivals is published in the library notice board.
- New information related to various departments, clubs, associations, library etc. are conveyed to staff and students through notice board, public address system, circulars, computer language system etc.
- Special orientation programmes are conducted by the management has been established to deal with e- grants, scholarships, bills etc.
- Latest updates are available in the college website also.
- Career guidance and placement cell giving career counselling.
- Scholar support programme started for slow learners.
- Support and guidance for students in preparation for competitive exams.
- Conducting Orientation programme on student support services through academic advisors.

- Training and placement assistance through alumni.
- Display of placement brochures through departmental notice boards and placement cell.
- NET Coaching/ civil service coaching/ PSC & Banking coaching.
- Walk with scholar programme in collaboration with Kerala Government. Orientation programmes at the beginning of the year, Bright students
- Scholarships, Sports & games notices on the college notice boards.
- Feedback system followed
- Guest lectures on cultural values, spiritual values, manual, life skill etc.
- Inculcated value system among students through motivational talks, value education classes and tutorial system.
- Motivated the students to use ICT like PPT presentation.
- Financial assistance extended to economically weaker students and personal counseling given by counselors and teachers minimize the dropout rate in the college.
- Add on courses and Soft Skill development programmes
- Mock interviews were conducted at the departmental level.
- The institution publishes its updated prospectus and handbooks annually. The information content is disseminated to students at the beginning of every academic year. During bridge course, the HOD of each departments explains the salient aspects of the choice based credit system. The principal and the coordinators of extension service organizations explain the benefits of performing extension activities. The heads of department explain the course material and question pattern.
- Provided information regarding the academic progress of the students after weekly tests and mid exams and remedial classes are arranged for weak students after the college hours.
- Every year feedback in questionnaire form is taken from students, parents, alumnae, experts from other institution and other stakeholders to assess the quality and standard of the institution and measures are taken for further improvement.
- The IQAC meets the students in class wise and encourages them to give their views and suggestions for the enhancement of quality of the institution.
- As per the suggestions of college IQAC, College website updated hand books and calendar are distributed among students; those provide all the information regarding fee structure and

refund of caution deposit, rules and regulation of the college and its library, the various committees, clubs and associations, NSS, NCC, the Alumni, PTA, IQAC, Students union, internal assessment and the pattern of evaluation, the tutorial system, hostel facility, various endowment funds, the academic calendar etc.

Teachers -in - charge of various programmes and Jr. Superintend are advised to address the new comers/ existing students on the opening day of their classes and class wise campaigns are also conducted whenever a new programme is listed by IQAC or any new information about student support services is communicated from university and government.

5.2 Efforts made by the institution for tracking the progression

- Video Conferencing Programs.
- Scholar Support Programme.
- Online Classes.
- Walk With Scholar Programme.
- Remedial Coaching.
- Tutorial and mentoring system.
- Meet - the- parent programme in each department.
- Class tests and internal assessment.
- Civil service, Bank Coaching, PSC and NET coaching for students under the centre for coaching and career planning.
- Departments maintain a register for recording the progress of students.
- Alumnae meet at least once in an academic year January 26th thus paving way for the departments to track their progression.
- The IQAC maintains correspondence with alumnae to track their progression.
- Students are asked to leave their permanent contact details for further correspondence when they leave the institution.

- Filing of student profile in concerned departments.
- Evaluation of seminars and assignments in connection with curriculum
- Recording of internal marks and comparing it with their previous marks.
- Maintaining healthy teacher- student relationship during course period.
- Keeping personal contacts with passed out students to understand their progression.
- The management encourages the faculty to adopt innovative teaching techniques such as computer assisted learning, project method, group discussion, pair work, peer teaching, presentations through PPT, referring e- journals, watching TV, Telecast programmes.
- The staff and students are motivated to participate and present papers in seminars/ workshops organized by our colleges and other colleges.
- Research climate and aptitude is inculcated in the staff and students through inter disciplinary research journals. Students and staff are motivated to do projects and publish research papers.
- The placement cell conducts training programmes for students and arranges job fair in collaboration with employers.
- Career/ placement cell training is given to final degree students in every summer to recruit the employability and career oriented programmes are organized regularly to prepare the students for campus interviews.
- To create social awareness among the students the following clubs were introduced
 1. RED ribbon club
 2. Anti Ragging club
 3. Consumer club
 4. Human rights forum
- The Alumnae association maintains consistent correspondence with alumnae.
- Tutors in the tutorial system and career guidance co- ordinators provide necessary guidance to students in the choice of their career.
- Add on courses help students get employment opportunities.
- Every department maintains a register for recording the progress of students.

5.3 (a) Total Number of students

| UG | PG | Ph. D. | Others |
|------|-----|--------|--------|
| 1067 | 126 | | |

(b) No. of students outside the state

(c) No. of international students

Men

Women

| No | % |
|----|---|
| | |

| No | % |
|----|---|
| | |

| Last Year | | | | | | This Year | | | | | |
|-----------|----|----|-----|-----------------------|-------|-----------|----|----|-----|-----------------------|-------|
| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| 860 | 79 | 2 | 48 | 1 | 990 | 866 | 86 | 3 | 237 | 1 | 1193 |

Demand ratio

0.23

Dropout %

0.04

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

- Career Guidance cell
- Coaching class for PSC/ Bank/ Civil service examinations conducted.
- 26 students of this college were selected for residential programme of additional skill acquisition programme conducted by the Government of Kerala.
- SSP (Student Scholar Programme)
- Coaching classes for competitive examinations
- WWS (Walk with Scholar)

No. of students beneficiaries

176

5.5 No. of students qualified in these examinations

| | | | | | | | |
|-------------|----------------------|-----------|----------------------|------|----------------------|--------|----------------------|
| NET | <input type="text"/> | SET/SLET | <input type="text"/> | GATE | <input type="text"/> | CAT | <input type="text"/> |
| IAS/IPS etc | <input type="text"/> | State PSC | <input type="text"/> | UPSC | <input type="text"/> | Others | <input type="text"/> |

5.6 Details of student counseling and career guidance

- A counseling centre is functioning in the college.
- Mentoring system is followed in each department.
- Career guidance and placement cell is providing guidance and help to students by conducting various personality development programmes, campus recruitment drives etc.
- Career guidance for final year students by Career Guidance Cell.
- Department of Sociology conducted a add- on course on counselling and guidance.
- Students were benefitted by the personal counselling.
- Many orientation programmes for various career opportunities in banking, marketing, management, financial services etc. are conducted this year.
- Many resource person from various training institutions visited and conducted classes this year under the banner of career guidance centre.
- As a part time counselor visits the students wise in a week and gives personal guidance to the students who are in need.
- Career guidance and placement cell provides guidance to the students regarding higher studies and employment.
- Placement cell arranges campus interviews for placement in various companies.
- The placement cell is continuing its activities to guide the students towards meaningful jobs as the logical corollary to their educational pursuits. It is very gratifying to record that many students get employment after the completion of their studies on their efforts. Efforts to propagate the idea of the need for training oneself for employment , honing one's skills and acquiring additional skills, especially communication skills, soft skills are the key activities of the career guidance and placement cell.

No. of students benefitted

1193

5.7 Details of campus placement

| <i>On campus</i> | | | <i>Off Campus</i> |
|---------------------------------|---------------------------------|---------------------------|---------------------------|
| Number of Organizations Visited | Number of Students Participated | Number of Students Placed | Number of Students Placed |
| 3 | 350 | 14 | |

5.8 Details of gender sensitization programmes

- ✦ Timely seminars, workshops and study classes are conducted Women to sensitize the students on gender issues.
- ✦ Awareness camps were conducted for the female students on the topic ' Health and Hygiene'
- ✦ Women's Day was celebrated under the guidance and supervision of the Women Cell of the College.
- ✦ The women cell conducts a number of programmes on various issues related to gender problems.
- ✦ An awareness programme on Gender Equality and Women Rights was conducted.

5.9 Students Activities

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

State/ University level

64

National level

21

International level

No. of students participated in cultural events

State/ University level

54

National level

4

International level

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

| | | | | | |
|-----------------------------------|----|----------------|---|---------------------|--|
| Sports : State/ University level | 22 | National level | 5 | International level | |
| Cultural: State/ University level | 3 | National level | | International level | |

Sports Achievements:

1. Overall Championship in Thrissur District Athletic Meet 2014-15.
2. Archery team participated in Calicut university Archery championship and became overall champions in women section.
3. Eight Cricket players selected to the Thrissur District Senior Women's Cricket Team
4. Jesna Jose N & Soorya N.S –District & State Archery Team members
5. Jesna Jose N - Calicut University Archery Team member- Individual Champion –FITA
6. Sherin A.B. Calicut University Archery Team member- Indian
7. Soorya N.S - Calicut University Archery Team member- -FITA
8. Hockey-11 Runner up in Calicut University Championship.
9. Cricket.: 11 Runner up in Calicut University Cricket Tournament
10. Bavitha K.K, Swathy, Archana & Jenitha -Calicut University Cricket Team Members
11. Bavitha K.K. represented Kerala State in different One day ,Two day & Club Cricket.
12. Ball Badminton: Overall Champions in Kollam District Ball Badminton Championship.
13. Anaswara.K.S ,Navaneetha M.S., Salu Sankar T., Jismi V.G & Jyothilakshmi K.B- Participated in the Kerala State Mountain Cycling Championship.
14. Amrutha C.V.- Calicut University Hockey Team member
15. Sarika K.S., Swathy Babu & Leeshma p.- Calicut University Football Team members.
16. Swathy Babu.- Selected to participate in Kerala State Karate Championship.
17. Football team (11 members) represented Thrissur district in Kerala state football competitions and became 11th runner up.
18. Sarika K.S., Sruthakeerthy p., Babisha C.m & Leeshma P.- Selected to the Kerala State Football Team and participating in the forthcoming National Games.
19. Taekwondo team became overall Champions in Thrissur District Taekwondo Championship.

20. Alna Mariya ad Anjali K.S -Selected to the Kollam District Ball Badmiton Team.
21. Sneha K –Selected to participate in Kerala State junior women Softball Team.
22. Sneha k.,Silpa T.N&Swathy Babu –Selected to participate in Kerala State junior Athletic Meet.

5.10 Scholarships and Financial Support

| | Number of Students | Amount |
|----------------------------------------------------------------------|--------------------|----------|
| Financial support from institution | 281 | 4,34,200 |
| Financial support from government | 672 | 1560569 |
| Financial support from other sources | 72 | 1,57,320 |
| Number of students who received International/ National recognitions | 2 | |

5.11 Student organized / 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:

- Increase the number of reference books
- Increase the Library hours
- Construction of toilets in all floor.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: It is our vision to uplift the weak and downtrodden sections of society, especially the rural woman, so as to liberate her from the shackles of bondage to a new world of Light & Love.

Mission: We dedicate ourselves to the cause of empowering rural women with knowledge, inculcating in them the spirit of selfless love and compassion, spreading peace in the society living in harmony with nature and illuminating the world to eternity.

6.2 Does the Institution has a management Information System

Yes, adequate information is made available by the teachers to the HOD'S who report to the Principal. The Principal in turn reports to the Manager. The institution has management information system and the following systems have greatly helped to make the administration process effectively.

- Centralized sound system in every class rooms and departments.
- Intercom connections are provided in every department and other rooms to transfer information.
- Student attendance
- Evaluation and examination procedures and results.
- Feedback system

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

6.3.1 Curriculum Development

- Teachers who belongs to the Board of Studies, attend the meetings organized by the University for curriculum development and give suggestions.
- Teachers prepared syllabi of B.Voc.
- Teachers prepared syllabi of add on courses, certificate courses, and Skill Development programmes.
- Curriculum is planned by the University. The college implements it in strict accordance with the existing rules and norms.
- The management encourages the faculty to attend any training programme conducted by the university regarding curriculum development.
- The management encourages the faculty to attend seminars and conferences to enrich their knowledge in the respective field providing proper funding and faculties got benefitted by this.
- The institution focuses on multi skill development of students and encourages the departments to offer skill based elective courses to students irrespective of their major subjects.
- Encourage the HODs to conduct departmental meetings before curriculum revision.
- Faculty are motivated to design and implemented value added courses:- certificate courses/ interdisciplinary courses.
- The college follows the guidelines issued by the statutory regulatory bodies through board of studies, Academic council and governing board of the college during curriculum revision.
- Encourages the departments to collect feedback on curriculum from stakeholders and eminent personalities.
- Regularization of Bridge course.
- Introduced the scholar support program & Skill Development programme.
- Introduced Walk With Scholar programme with the help of Higher Education Council

6.3.2 Teaching and Learning

- Board of studies, members of the attended the meetings at university.
- Feedback was taken regularly from students , staff and other stakeholders.
- Besides the core syllabus are given many options to learn skill and knowledge based electives and certificate courses.
- Staff doing the duty of chairman of Board of examination.
- The institution focuses on multi skill development of students in order to ensure employability. Curriculum under CBCS enables to conduct programmes throughout the year so as help students acquire the necessary soft skills for employment.
- All the skill based elective courses are available to students irrespective of their major subjects. The facility enables students to choose the courses of their interest and for future development.

6.3.2 Teaching and Learning

- Installed Video Conferencing facility in audio visual room
- ICT Enabled teaching, remedial courses, bridge courses, mentoring and tutoring, scholar support programme, group discussion, computer aided education, Audio-visual aids, Research Lab, field visit, tribal visit and lab visit. ASAP, Walk with scholar and scholar support programme.
- A faculty orientation program on building truly engaged teachers was conducted on 5th June 2013.
- An orientation and a workshop on Moodle software were conducted to the faculty.
- Faculty are given free membership to prestigious bodies/ libraries like Hyderabad Management Association, All India Management Schools Association , British Library etc. , for their academic enrichment.
- In- house training session on computer usage is conducted by the department of Computer Science at the beginning of every year. Faculty enrichment programmes like
- computer awareness programme, presentation skills etc. are organized by internal resource persons from other departments.
- The college has well experienced and qualified lectures to teach all the courses.

- Apart from classroom interaction meaningful learning is initiated through guided teaching and library assignments, group discussions, seminars, debates, quiz, viva etc.
- Inquiry based learning is provided through community survey, opinion polls, case study, industrial visit and fieldwork.
- Co- operative learning is facilitated through project work and on- the spot study .
- Peer learning is promoted within and outside the class hours.
- Teachers are encouraged to use ICT as their teaching aids to make their classes more interesting and effective . For this , the college provides necessary infrastructure , namely , PC, laptop, LCD projectors, smart board, interactive board etc to the departments and audio- visual room.
- Most of the teachers prepare the study materials and distribute the same to the students.
- Faculty members are sent for national/ international programmes/ refresher courses every year. Financial assistance and leave is granted for them.
- Encourage the departments to conduct entry level tests and offer bridge courses to fill the gaps if any.
- Upgraded the infrastructure and learning resources.
- Academic calendar is provided to the staff and students in the beginning of the academic year in which the rules and regulations, academic activities and examination schedule are given.
- Experiential learning is promoted through field visits/tribal visit industrial visits
- Internships / Projects.
- Peer group interactions are encouraged
- Remedial coaching continues.
- Students performance is also assessed by conducting continuous assessment tests, assignments, projects etc and remedial and tutorial classes are conducted wherever necessary.
- Teaching - learning process is made student centered though innovative teaching methodologies.

- Choice based credit system was introduced for the UG & PG students.
- Arranged internal for the smooth conduct of examination.
- Followed external evaluation pattern and feedback mechanism to evaluate the teachers performance and the feedback is reviewed every year.
- Conducted orientation programmes for the fresher's on evaluation pattern, choice based credit system and rules and regulations of the examination in the beginning of the academic year.
- The faculties prepare their teaching plans and submit the same to the IQAC every semester.
- The principal of the college compares the teaching plans and the annually performance report of a particular teacher, and if necessary, discusses the matter in the academic council .

6.3.3 Examination and Evaluation

- Introduced online classes -'My Zone' with the help of Computer Science Department
- Introduced online examinations for degree students
- CBCSS internal evaluation, Teacher's Diary, Tutorial system, Meet-the- parent programme, project and viva vocal, Assignment, seminar presentation, scholar support programme, walk with scholar.
- Internal Examinations are conducted as per the instructions of the University.
- University Examinations are conducted as per the norms and regulations of the University of Calicut.
- Semester system with continuous internal assessment (CIA) is followed.
- The principal and the heads of department monitor the performance of the students based on the analysis of teachers after every internal test and external examination.
- The performance of students is analyzed in academic council meeting and governing body meetings.
- The evaluation procedures are made know to the students by giving the pattern of question papers, distribution of marks and scheme of valuation.

- New teachers are made aware of the evaluation process by the senior faculty.
- Model examinations conducted by internal examination committee.
- Single valuation.
- Results published through notice boards.
- The teachers make an analysis of the performance of students after every internal test and external examination in departmental meetings.
- The college conducts two internal examinations in one semester as per schedule of the affiliating university.
- The college administration takes all the necessary steps for examinations.

6.3.4 Research and Development

- A research journal "Carmel Bloom" published for students
- The college make available a good number of journals and related materials in the central library.
- The college also encourages the faculties to participate in various seminars/ conferences/ workshops etc where they can exchange their views with the peers on the frontier knowledge.
- The research committee of the college helps the teachers who want to apply for project to various funding agencies, viz, UGC,DST,DBT,CSIR, etc. The committee provides the necessary information and guidelines for the same.
- The college provides all necessary infrastructures (including laboratory, internet, xerox machine, etc) to the teachers who undertaken research project.
- Research Lab, Minor research projects, Teachers pursuing Ph.D, Research guide ship.
- Classes are engaged with the help of smart class room, multi- media classroom and audio visual theatre.
- Every year College Management spending 1 lakh for research purpose.
- Teachers are encouraged to write in national and international journals and books.

- Teachers are encouraged to pursue research degrees.
- Taking initiatives in promoting research climate a research committee is established recruitment faculty of research aptitude. The college has established an inter disciplinary research cell (IDRC) and formed a research committee to facilitate, monitor and encourage the research activities. It meets regularly to discuss and motivate the faculty for academic expansion.
- Providing research incentives.
- Research facilities like SPSS (research facilitator software), free internet, INFLIBNET, DEL NET , research journals.
- Flexible time table and financial assistance to attend and participate in seminars/ workshops/ conferences etc at the regional/ state level.
- Faculty members with Doctorate degree are encouraged to take up the role of internal guides to their peers pursuing research and publications.
- Research culture among the student body is cultivated through academic programmes which promote research aptitude. Thus a project is made a mandatory criterion for course completion. Projects are so identified that they inculcate a scientific temperament in them.
- Promotion of Minor research projects & Major research projects.
- The staff are motivated to do M.Phil and Ph.D , Refresher courses.
- The best research work of the students are recognized and awarded by the research committee.
- The staff and students are informed about various fellowships and schemes available under UGC and they are encouraged to apply for them.
- The college also encourages the faculties to participate in various seminars/ conferences/ workshops etc where they can exchange their views with the peers on the frontier knowledge.
- The research committee of the college helps the teachers who want to apply for project to various funding agencies, viz, UGC,DST,DBT,CSIR, etc. The committee provides the necessary information and guidelines for the same.
- The college provides all necessary infrastructures (including laboratory, internet, Xerox machine, etc) to the teachers who undertaken research project.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- A Software Development lab arranged for B.Voc students
- A Video Conferencing room arranged.
- A new Multimedia lab arranged.
- Completed library automation, INFLIBNET, e- journals, Internet facility enhancement, computer lab, language lab, Digital seminar hall, Software installation in various departments, Office automation completed, Video conference hall, Online classes.
- Our institution is a member of N- LIST (National Library and Information Services Infrastructure of scholarly content) which is working under INFLIBNET (Information and Library Network Centre) that provides accesses to Electronic Journals and Electronic books to eligible colleges. The annually in the library for two days.
- Fridge is provided to Zoology and Chemistry departments to preserve the liquids, chemicals and for other purposes.
- Lap top, Desk top and printers are made available to the staff in almost every department
- The college has taken many measures to protect the environment such as making soak pits, vermin compost unit, water harvesting, greenery campus with number of plants and trees etc.
- The college has initiated for change the class room a smart class rooms.
- All the library books are bar coded.
- To create awareness among the students about the latest arrivals and quality reference, book exhibition is held annually in the library for two days.
- OPAC (Online public access catalogue) facility is provided in the library and students are trained to use it.
- To inculcate the habit of reading good books the library conduct competition to students, such as Best Reader , Reading Week etc.

- Management adopts a regulated mechanism to create, upgrade and enhance infrastructural facilities for quality sustenance and enhancement of the teaching learning process.
- Library committee based on interaction with the students and faculty members.
- The library is well equipped with required titles and volumes of text books, e-journals, ICT facilities catering to the needs of the students from different streams.
- The library service is to be improved by initiating computerized process for book lending.
- To improve the teaching- learning process the college plans to introduce more number of smart boards in the class rooms.
- Moreover new class room and other rooms will be constructed with grant received from UGC.
- A well equipped automated library with new Koha software. It is used for bar coding, access to book catalogue and issuing.
- Three generators are installed in the different sections of the college.

6.3.6 Human Resource Management

- Recruitment of qualified staff, Orientation and refresher courses, Motivational programmes, Annual appraisal of staff, Tours and get- together, administrative training programmes. Physical training for sports personnel.
- The IQAC organizes workshops for teaching as well as Non- teaching staff to enhance their competency.
- Training programme for NET examinations are conducted in the college.
- Computer training for non- computer science students are offered through the computer science department.
- Students are encouraged to participate in the training programmes organized by the other institutions.
- Add on and certificate courses are conducted for the students to enhance them to acquire additional knowledge and skills in different spheres of study.

- HR planning is done based on the workload in the departments.
- HOD's in coordination of the principal plans for the faculty requirement.
- Orientation of the newly recruited staff and present faculty.
- The qualified and competent teaching and non- teaching staff members are recruited. The institution also creates conducive atmosphere for higher studies of the staff members. It constantly motivates the faculty members to do research activities.
- Teachers are given additional charge for various extra- curricular and co- curricular activities.
- Training and development programmes for teaching and non- teaching staff are conducted as per the requirement.
- The institution has very dedicated, committed and genuine faculty and visionary management.
- The college has adequate number of qualified and competent lectures to handle the courses.
- Incentives are given to the staff for their outstanding performance in their concern subjects.
- The faculty extended their services as resource persons, BOS members in various reputed colleges, university examination observers, academic audit team members, team manager and coach for sports team, etc.
- The staff are encouraged to attend number of international and national seminars/ workshops, conferences and refresher courses.
- Staff members have the opportunity to pursue Ph.D and M.Phil under faculty development programme of UGC.
- Seminars, workshops, computer training programmes are arranged for the faculty to enhance their skill and knowledge.
- The college authority encourages the faculties to pursue research works that help them to update in the frontier area of knowledge.
- Along with a good number of research journals, various daily news papers, magazines and news bulletins are subscribed to help the staffs.
- The college plans to organize some workshop/ seminars/ training programme etc for quality improvement of the faculty and the staff.

6.3.7 Faculty and Staff recruitment

- Faculty and staff recruitments are done as per the rules and regulations of CMC Management, under the University of Calicut and vide the statutory orders of the Government of Kerala.
- The institution follows a systematic procedure for faculty and staff recruitment. The principal forwards staff requirement proposals to the management. The management advertises in the local and national daily newspapers . The applications received are short listed and called for an interview board. Interview is followed by demonstration class and finally the right candidate is chosen.
- The short listed eligible candidates are interviewed by selection committee comprising subject experts nominated by Calicut university , principal, director government norms, manager and head of the department.
- The posts for both teaching and non- teaching in the aided stream are sanctioned by the director of collegiate education based on the work load of the individual department submitted by the college.
- For un-aided or management staff, notification is given to the national and local news papers with eligibility, qualifications and the date of interview and a five member selection committee comprising of correspondent, principal administrative officer, manager, management nominee, government , head of the concerned department and a subject expert from the college, selects the candidate.
- The college seeks permission from department of higher education, Kerala to conduct the interview for selection of staff.
- The selection of the teaching and non- teaching staff is conducted according to the rules of the Govt. of Kerala.

6.3.8 Industry Interaction / Collaboration

- Established Collaborations with Industries for B.Voc and Community college courses
- Courses that develop skills highly in demand in the industrial sector
- Tours and visits to industrial sites
- Interaction between students and industrial representatives.

- Collaborations with other institution .
- Botany department is in collaboration with four major NGO'S Kandamkulathy Vaidyasala, The Rapinat Herbarium & Center for Molecular Systematics, St. Joseph's college, Tiruchirappalli, Tamil Nadu, Kannandevan nature club.
- Departments of Applied Physics, Chemistry, and Botany collaborated together to form a club named ENCON club and various programs were conducted.
- Department of Sociology has collaboration with national or regional NGO'S for conducting curricular and co- curricular, extracurricular activities. that is CEVA, BRAIN SOCIETY, AWARD, SOUVHRIDM.
- The institution organizes National level seminars/ conferences in collaboration with industries.
- Industrial visits are organized regularly.
- Under the tourism club, seminars, field trips etc arranged in collaboration with government of Kerala.
- Collaborative learning is also facilitated by conducting a child protection training for students of Arts departments under the leadership of department of sociology.
- The management encourages the departments to identify industry collaborators for curriculum design and development, certificate courses, projects, internships, field trips, industrial visits, guest lectures, workshops, seminars, placements, career guidance etc....The institution has taken the initiative to create a synergy with the industry. The management also encourages the students to attend the off campus interviews conducted by the industries.
- The college has constructive relationship with various institutions of the nearby locality to work on various outreach and extension activities.

6.3.9 Admission of Students

- Minority , SC/ST, Physically challenged are duly considered.
- 20% is set apart for the backward community to ensure equity and justice.
- Admission conducted as per the University norms and government orders.

- All admission information is placed on university and college website an/ or notice boards.
- Admission is purely on merit basis and done in transparent procedure.
- Well communicated admission process with course features highlighted through news paper advertisements.
- Reservations are strictly followed as per state government.
- Admission committee of the college comprising the principal, vice principal, heads of the departments and senior faculty ensures transparent and effective admission process.
- As the step the applicants are counselled by the faculty to create an awareness among the students regarding courses offered, career prospects, campus culture, rules and regulations and various other add- on courses designed for the holistic development of the students.

Criteria for

UG Admissions:

Sanction of seats is given by Calicut university.

Merit and Interview:

Admissions are made on the basis of merit, co- curricular activities and the interview.

PG Admissions:

State government norms are followed, whereby PG Admissions are based on the OU- CET rank (a common test conducted by state agency) and marks obtained by the candidate in the qualifying examination.

- Admission for both UG and PG is done by the University. (Online registration).
- Admission to Management and Community seats are also done as per the University norms.
- Strict transparency and admission rules are adhered to by the College.
- Admission committee verify the candidates eligibility and admit the candidates as per the norms.

- Efforts are made ensure that all students seeking admission to the various courses stay informed through different modes of publicity.
- The college strictly adheres to the government norms in the admission process giving chance to the meritorious students belonging to the various sections of the society.
- The date of admission and other related news are announced in college notice board and through local media. Moreover, the same has been uploaded in the college website for wide circulation.

6.4 Welfare schemes for

| | |
|--------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Teaching | Bank, Store, Insurance, Medical reimbursement, Festival allowance, Tour programmes, Interim relief for newly- appointment staff, Canteen , counselling centre, Loan system, MRP FIP etc. |
| Non teaching | Bank, Store, Insurance, Medical reimbursement, Festival allowance, Tour programmes, Canteen , counselling centre. |
| Students | SSP, WWS, NSS, NCC, Women cell, Canteen, Tour, Counseling, Placement cell, AICUF, Jesus Youth, Clubs and forums Bank Scholarships management poor fund. |

- ESI facility is provided for all the non- teaching staff.
- Salaries are promptly paid.
- Increments for all faculty were given.
- Leave encashment facility.
- Financial assistance and emotional support is given to the staff in times of medical emergencies and other personal tragedies.

6.5 Total corpus fund generated : 8716438

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 | |
|----------------|-------------------------|------------------------------------------|----------|-----------|
| | <div>√ Yes/No</div> | Agency | Yes/No | Authority |
| Academic | ✓ | Professors from other Institutions | ✓ | IQAC |
| Administrative | ✓ | Management Secretary | ✓ | IQAC |

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

For UG Programmes Yes ☐ No ☒

For PG Programmes Yes ☐ No ☒

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

- ✦ Coaching classes are arranged for staff and students. To introduce online classes
- ✦ Shift from year wise scheme to semester system giving scope for continuous internal assessments.
- ✦ The office of the controller of examinations has done computerization of the entire examination system. Registration of examination forms, conduct of examinations and uploading the semester examination results are carried out as per schedule mentioned in the college calendar.
- ✦ The hall tickets, processing of examination application forms, allocation of register numbers and seating arrangement have been computerized.

- ♦ The introduction of continuous internal assessment with innovative methods of evaluation like presentations/ seminars, creative assignment, mini projects have created a learning atmosphere right through the focusing the attention of the students on incremental learning and internalization.
- ♦ Transparency and pre- audit reflect the positive impact on the system.
- ♦ Introduced choice based credit system.
- ♦ Examinations are conducted as per the University norms and regulations.

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

The university provides all the necessary support to the college. It encouraged and gave feedback at every stage to the college to take up activities to enhance quality in all the aspects admissions, curriculum design, teaching - learning, research, student support activities, etc- during inspections, interactions in BOS meetings, Academic council meeting, governing body meeting, personal interactions by the management. The university gives suggestions to promote autonomy in the colleges.

6.11 Activities and support from the Alumnae Association

- ♦ Financial assistance, Classes and seminars, Community outreach programmes.
- ♦ The alumni association of the college works hand-m in- hand with the PTA and the college management.
- ♦ It extends whole hearted support to all the proposals put forwarded by the college management meant for the development of the institution .
- ♦ Alumni members organized career orientation programmes and orientation programme for students
- ♦ Qualified Professional Alumni members share their knowledge & expertise with the present students free of cost.

- ♦ The alumnae association contributes various services to the institution specially encouraging the students to go for higher education and employment opportunities.
- ♦ The alumnae provide financial help for sports activities in the college.
Annual General Body meeting of the Alumni held on 26th January 2013. More than 250 members attended the meeting. The alumni of the college works hand-in-hand college management and it extends whole hearted support to the proposals put forwards by the college management meant for the development of the institution.
 - They contribute vehicle park area for students. They also help our students in getting internship.
 - They organize seminar/ workshops for the benefits of students.
 - They render their services in pre- placement support and placements
- ♦ Alumnae gives guest lectures on personality development and career guidance time to time.
- ♦ Alumnae provides ideas and suggestions for curriculum development and quality enhancement of the institution.

6.12 Activities and support from the Parent – Teacher Association

- This year PTA identified need of the students and arranged a new Video Conferencing Hall
- Cash awards, PTA fund to support various needs, Meetings for evaluation and announcing new policies, Feedback.
- The Parent - Teacher Association of the College provides active support for the academic and physical development of the college.
- Cultural events participated in the University and state - level with the help of PTA.
- All departments conduct class wise open forums after internal examinations.
- The proficiency awards and scholarships given by the PTA every year, helped to generate a healthy competition among the students and enthuse them to excel in studies.

- The college organises formal and informal parent meet to keep them aware of their ward's progress, to get feedback and also to fund future linkage possibilities.
- During these meetings the management seeks feedback and suggestions on various developmental aspects of the college from the parents.
- Other mode of interaction- phone and face to face meetings (regarding attendance & discipline)
- PTA handover 2 lakhs to sports and 1 lakhs to fine arts.
- Suggestions to improve the academic climate of the college are collected through parent- teacher meetings.
- PTA contributed amount for making video conference hall.

6.13 Development programmes for support staff

- Constructed a new ladies hostel
- In service training programme , Office automation, Seminars and workshops, Celebration, Promotions to deserving staff, Training programmes outside the college, Staff tour.
- Seminars/ workshop
- Minor projects
- Loan
- The staff members are encouraged to participate in seminars and workshops organised by other institutions.
- The IQAC organises workshops for non- teaching staff to enhance their competency.
- Counseling and Computer training on software's.
- Arranges talks on moral and ethical values, motivational and spiritual talks to keep them well balanced and healthy.
- Orientation programme was conducted.
- Special refreshment room and comfort station for them.
- Tour for mental relaxation.

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

- Conducted a Green audit
- Smooth functions of Nature Club, Rain water harvesting, Agricultural cultivation.
- Green clean campus drive is continuing to make the campus eco- friendly.
- Various awareness programmes relating to environmental protection has been conducted.
- Preparation of vegetable garden .
- Every week the CSS volunteers of the college undertaken campus cleaning programme. ' Vraksha Nadal' project is successfully implemented inside the college premises. Under this scheme, medicinal plants of different varieties are grown and maintained in about five cents of land.
- To promote environmental awareness the nature club was initiated with green campus spirit.
- Eco - friendliness in the campus is the policy of the college. Gardens are maintained with utmost care..
- The campus is located on a hilly area: we have to face the scarcity of water from the month of December to the end of the academic year. To solve this problem we have constructed a big pond capacity of .
- An incinerator has been erected to reduce the release of carbon monoxide during the combustion of non- biodegradable waste.
- The college NSS Units together with the social forestry department introduced the project vegetable garden , tree plantation to plant sapling not only in the campus but also in the locality.
- Planting fruit-trees in the campus by the nature club.
- Bio- degradable waste and leaf litter are collected in two vermi- compost units produce vermin compost, and this organic manure is used for gardening and other agricultural purposes.
- After their life time, computers and their accessories are sold as scrap to local vendors.
- Introduce with the support of Kerala state government " Scholar support programme".

The institution conducts clean & green programme regularly to inculcate sense of responsibility to the students. The following eco- friendly measures have taken by the institution:

- ♦ Exhibition
- ♦ Soak pits

- ✦ Waste paper recycling unit
- ✦ Water harvesting
- ✦ Plantation
- ✦ Seminar awareness programme.
- Approach roads are lined with trees and shrubs
- Use of plastic materials is prohibited in the college.
- Awareness programmes
- Construction of bio- gas plant at ladies hostel.
- Dig a pond.
- Initiatives have been taken not to use the plastic materials in and around the college premise.
- The NSS, CSS and Nature club unit of the college often undertake ' Clean the college campus' programme, under which the cleaning of the college premises is carried out.

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.

- Walk With Scholar programme.
- Arranged video conferencing facility.
- Construct new ladies hostel.
- Online exams- "My Zone" introduced with the help of Computer Science department
- B. Voc course on multimedia and software development started.
- Green Audit, Administrative audit and Academic Audit are to conducted.
- Scholar Support Programme
- Establishment of SQAC.

- Add on course and B.Voc sanctioned by UGC is also credit to IQAC.
- Seminar / conference sanctioned by UGC under the leadership of college research committee
- Eco- friendly and Green campus through use of rain water harvesting, tree plantation and environment based classes and seminars.
- Adaption of a village.
- Corruption - free appointments and admissions.
- Agricultural cultivation.
- Honoring the retired staff members.
- Fully Digital library.
- Classes are engaged with the help of smart class room, multi media classroom and audio visual theatre.
- Additional Skill Acquisition Programme (ASAP) benefited students to acquire self-confidence and better communicative skill to pursue a bright career.
- Training is imparted to the students in tailoring, toys making, hand embroidery and book binding, under Carmel Extension Centre.
 - The management sponsored faculty for attending seminars/ workshops.
- Students of college under the leadership of student editor, published Carmel glow.
- Extension of vehicle park area.
- Interactive learning is facilitated by installing smart boards in classrooms.
- Exhibitions are conducted under the leadership of departments for diffusing practical knowledge in their subject among school and college students.
- A quality circle (student quality assurance cell) of vigorous and cleverish students.
- A few skill development programmes like student participate farming, book binding, ornaments making, umbrella making, etc have been introduced to make students aware of the dignity of labor through work experience.
- Coaching classes for various competitive exams like civil services, NET/ SET, Bank ,PSC civil service etc.

- Career oriented courses like Beauty care Science waste management counselling and guidance, human rights education, NGO etc.
- Incentives to the staff.
- Remedial classes for the weak student.
- Recapitulating the previous day class by a student to the entire class
- Encouraging the staff to do minor projects, M.Phil and Ph.D.
- Motivating the students to do study projects.
- Participation in co- curricular activities.
- Surprise talent tests & quiz competitions on various subjects.
- Students seminars through PPT.
- Just a minute talk on general topics (JAM).
- Mock interviews.
- Every department is provided with computers, laptops, LCD and Internet facility and T.V is provided in the seminar hall.
- INFLIBNET, TV and Internet connectivity are accessibility.
- Nice computer training programme for the staff and students.
- Add- on courses for skill development were conducted.
- Spoken English.

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

The academic year 2014-2015 can undoubtedly be labelled as one among the most significant and remarkable time period in the history of Carmel College. With a concerted effort and participation of all its members, the college has made its presence felt in the community as well as the state. Sanction of B.Voc course by UGC as a credit of IQAC , which programme proposal for this. Inauguration of the B.Sc Zoology, B.Voc

B.Com Finance B.A history course which opened the door of possibilities to many young students under knowledge seekers was one among the most crucial milestone set during the period. Infrastructural development was an area that was much utilized during this academic year. The construction of ladies hostel opened to staff and students. As a college that emphasizes the spiritual and moral development of its posterity, the arrangement of value education classes and catechism classes was well received by everybody on the campus. The devout now has a perfect stomping ground for effective utilization of time. Responding to the lack proper parking facility on the campus, the Alumni constructed a parking lot. The spare land which constituted the major part of the campus was effectively used during the 2013-14 academic year to cultivate vegetables under the guidance of departments. The yield led Carmel College to much fame and recognition from all major realms of the society. The teachers form the leading light of any educational institution. To make sure that Carmel College has recruited the best and the most eligible from the crowd the IQAC of the college adopted a new proforma for UGC annual evaluation of the teachers. The process of evaluation was done in a systematic and precise manner letting the authorities have a vivid image of all teaching staff. The college foresees a bright and fruitful year ahead with all the shifts that now reigns the campus.

- The plan of action conceived during the beginning of the academic year has been successfully initiated and completed accordingly.

- Introduced Walk With Scholar programme
- All activities were conducted as per the academic calendar. Beyond these pre-planned activities, the department association, clubs and cells were organized various gender sensitization programmes, awareness programmes and extension activities during 2014-15.

IQAC conducted the following Programmes

- ✦ National seminars were organized.
- ✦ Faculty development programmes were organized.
- ✦ Self study report for NAAC reaccréditation was preparing and submitted to the NAAC
- ✦ Departmental meetings were held to facilitate interaction between IQAC and departments.
- The teachers are informed to write teaching diary, lesson plan and the head of the institution examine them monthly and attest the signature. The plan of action decided at the beginning of the year in the IQAC meeting created a positive impact on the teaching and learning process.
- Ladies hostel construction is completed .
- Remedial classes were conducted to help the slow learners improve their academic performance.
- Introducing SSP with the help of government of Kerala.
- Introducing WWS with the help of government of Kerala.
- With an aim to expose the teaching faculty of our institution to new frontiers of knowledge, current trends in educational psychology, and counselling, IQAC organized an orientation programme.
- One NAAC orientation programme also conducted by IQAC.
- Arranged coaching of PSC/Bank coaching and Civil Service examinations
- Take feedback, Alumnae and Stakeholders

| Plan of Action | Action taken |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> To continue value education classes to help students recognize, encourage and inculcate moral values. | Value education classes are conducted for all the students during the third hour of every Tuesday |
| <ul style="list-style-type: none"> To start SQAC | Started SQAC with one student member from each department |
| <ul style="list-style-type: none"> To arrange Video Conferencing facility | Arranged Video Conferencing facility and beginning of the year. It inaugurated by Honorable Chief Justice Stafphana, High Court, Bahamas |
| <ul style="list-style-type: none"> To start new programme Walk With Scholar | Started new programme Walk With Scholar with the help of government of Kerala |
| <ul style="list-style-type: none"> To encourage research culture among students by making ' project work' a part of internal assessment and publish research journal only for students. | Project work is given due weight age in internal assessment. and one journal Carmel Bloom published. |
| <ul style="list-style-type: none"> Introducing research Award | Best Dissertation Award for PG students. |

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

Best Practice I

Title of the Practice: Loving Embrace

Goal : Carmel aspires to be a tree of bounty, an ever sustaining bark that promote the lustrous growth of its branches and leaves, providing shelter and solace to all around. Here we grow together like the leaves of a tree, as members of one big family, sharing and caring, encompassing everyone, especially the marginalized and deprived around us within a **loving embrace**.

In this temple of knowledge we believe that the first step towards building a better world is to get to know one another, to appreciate each other and extend a helping hand in times of need so that one can surpass all odds and become achievers. Born from this loving intent is the Faculty@home programme.

Students are also encouraged to help one another, see for themselves how those on the fringes of society undergoing different forms of deprivation live, empathize with them and help create a bond of love that is inclusive in nature.

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. In its efforts to fulfill this ideal, the college has initiated various activities other than the many curriculum enrichment programmes. Majority of the students are first generation learners (Table Criterion: 2.5.4) who come from the lower stratum of society and face various difficulties such as a drunken father, broken families, ailing parent, family problems, financial constraints etc. that adversely affect their morale and overall performance. Without first addressing these problems to a certain extent it is impossible to expect them to perform well in their studies and come up in life. So teachers take pains to build a rapport with the students by getting to know them on a personal level.

Simultaneously students are involved in various linkages programmes for the marginalized and extension activities meant to uplift the local women and make them self-reliant. This promotes a feeling of oneness and the need for selfless service and consideration for others in students.

The practice: To strengthen the teachers-student relationship and to be of substantial assistance to them, teachers step out of their comfort zone - the classroom, and visit students at their homes. Faculty members of each department visit the homes of their students and conduct meaningful interactions with their parents and family members. These visits are generally conducted on Fridays so that staff and students are not hard pressed for time. This provides the teacher an opportunity to understand and communicate with them on a personal footing and equips her to access their needs and provide professional guidance. Students coming from economically weak

backgrounds are given financial assistance in the form of free books, uniforms, meals, fee concessions, exemption from contributions made towards field trips and study tours. Teachers handle these issues very subtly so that their dignity and self esteem remain intact. In case where families are beset with problems like alcoholism and its fallout, they are directed to councillors for expert advice. House construction -Sahapadikkoru Veedu-, partial house construction, financial assistance for buying medicines etc. are a result of such interactions.

Each department has a linkage with either an old age home, orphanage, school for the challenged or palliative care centre which they visit and with whom they spend time and entertain with songs, skits and dance performances. They present them with sweetmeats, dress, and toiletries and engage in cleaning activities. Students also visit the Government Hospital and jails. They help clean the private bus stand, government hospital, premises of the panchayath as part of their civic sense. 'Fast a meal - Feast a friend' and 'One rupee - One life' are initiatives that students actively participate in. They also conduct tuition classes for school going children in English, Mathematics and IT.

Various medical camps, awareness classes on health and hygiene, creation of kitchen gardens, surveys, entrepreneurial assistance are all conducted to uplift the people of the locality and make staff and students aware of their social obligations.

Evidence of Success : The results have been very encouraging. There has been a marked improvement in the overall performance of students in curricular, co-curricular and extracurricular activities. Dropout rates have also shown considerable reduction. Parents are more at ease when met on their home turf and ready to open up and speak freely on matters related to their children and their study pattern. As far as teachers are concerned they get to know their students more personally and find it easier to understand and deal with them. There is a greater warmth and closeness in the teacher-student-parent relationship.

The linkage programmes have a two way effect. On the one hand it is a matter of great joy for the inmates to have someone care, listen and entertain them in their too often lonely, deprived and forsaken condition and on the other hand it acts an eye opener for the students. Their young enthusiastic minds fill with love and consideration for them and they resolve to be more humane in their approach to others. They also realize how fortunate and blessed they are in

comparison and that they were making mountains out of mere anthills in their lives. This makes them view things in the right perspective.

All extension activities have benefitted the community. Distribution of 14 sewing machines, financial support for higher education, creation of kitchen gardens, knowledge transfer in the adopted villages, tuition classes for school going children, energy conservation techniques, water literacy programmes, awareness on government policies etc. have helped them in one way or the other in attaining self sufficiency and to stand on their own feet. The various medical camps, funds to buy medicines and care for palliative patients, address their health issues to a certain extent.

Problems Encountered and Resources Required : The tight schedule of the semester system leaves little time for house visit and teachers are hard pressed to find sufficient time. This is further aggravated when students reside in far flung places where conveyance is difficult. Visiting the homes of the hostelites and children with both parents working, poses another problem. Travelling expenses is another issue. Finding time for linkage and extension activities is also a great hurdle in the present semester system.

Notes (Optional) : Education is not just gaining a lot of knowledge or information, passing exams and getting high paid jobs but making us better people who are committed to inclusive growth. The institutions task is not restricted within its four walls but has to move beyond, become part of the society and be an instrument of change. This practice helps create better individuals, a good society and an ideal world.

Contact Details : Dr. Sr. Kochuthresia .M.I,

Principal

Carmel College, Mala,

680732 – PIN

Best Practice II

Title of the Practice: Academic Audit

Goal: The prime purpose of an educational institution is to impart quality education, foster a spirit of enquiry, creative thinking, critical reasoning and analytical approach to reach the higher echelons of learning. Academic excellence is what we aspire to attain. For this as in any other programme, quality checks have to be put in place so that there are no lapses and if there are any, a procedure by which to identify and rectify it at the earliest are set in place. Such an audit helps the institution attain its goal, the teacher grow to her/his full potential and the student achieve quality education.

The context: In recent year educational institutions seem to sprout like mushrooms soon after the rains and there has been a shift in emphasis from what you learn to where you learn, for ultimately it is that which determines the quality of education attained. Innovative, interesting, interactive and student-centric methods have to be adopted to channel the inquisitive youthful minds in the right direction so that they acquire a love for the subject that they learn. It is the duty of the teacher to ignite this spark and help them give vent to their thoughts by opening up diverse avenues of expression and growth. Covering the syllabi alone does not produce the desired outcome. For this the various initiatives of the clubs and forums, career oriented and skill development programmes and curricular and co-curricular activities have to be chalked out and conducted. Through this Academic Audit the institution tries to do a SWOC analysis, that is, reinforce our strengths, overcome our weaknesses, utilize our opportunities and equip ourselves to face the challenges.

The Practice: An Academic Audit Committee comprising of the Principal as chairperson, a senior faculty as coordinator and 2 faculties and IQAC coordinator as members was formed. They were entrusted with the task of preparing a format for the documentation of the academic details of departments. Among other details it gives prime importance to paper presentations, publications, minor/major research projects, collaborations and academic awards to promote research mentality and a spirit of enquiry among the staff. Departments are entrusted with the task of collecting all academic details of the programmes they offer, clubs and forums functioning under them, enrichment programmes offered, linkage and extension activities

conducted, field trips and study tours, teaching-learning methods incorporated, evaluation procedures adopted and the quality of the staff and students. An external expert with the consent of the Academic Audit Committee is invited to scrutinize and evaluate the academic quality and excellence of the department. S/he then issues a certificate which is handed over to the Committee who passes it on to the Governing Body via the Principal for any remedial measures to be implemented.

Evidence of Success : Any form of evaluation automatically leads to identifying key issues and concerns that ought to be given due consideration, encourages a systemic approach, promotes proper up-gradation, ensures regular documentation, leads to a scrutiny on whether the goals and objectives of a programme tally with the final outcome and introduce remedial measures. On the whole it leads to an overhauling of the entire system. Departments are forced to conduct a SWOC analysis which very often reveals quite a lot of strengths that energize us, help us face and overcome our weaknesses, identify our opportunities and make the best of it and meet the challenges that lie ahead. In short we are purged off the defects that exist and fortified to face the future as a result of the Academic Audit.

Problems Encountered and Resources Required : The implementation of the Academic Audit posed no difficulties whatsoever. Staff and students geared up for the situation and everything was conducted with ease and efficiency.

Notes (Optional) : An Academic Audit helps us realize where we stand and this very realization acts as an incentive to make us want to scale greater heights and achieve excellence.

Contact Details : Dr. Sr. Kochuthresia .M.I,

Principal

Carmel College, Mala,

680732 – PIN

7.4 Contribution to environmental awareness / protection

- Conducted Green audit
- World environment day is celebrated every year
- Planting, harvesting and marketing of vegetables under the Nature club
- Awareness programmes on environment and environmental conservation
- The college possesses a plant conservatory to ensure the protection of the local plant bio- diversity.
- Awareness programmes are conducted regarding social forestry.
- Distribution of seedlings to the local community and students by the NSS in collaboration with the Forest Department.
- To promote environmental awareness, the department of Botany organized the Environmental club-. The environmental Carnival- the Green March on June 5th 2014. As it outlined various activities based on the theme of environmental protection like painting, poster making, environment quiz, best out of waste, collage making and pollution check control camp etc, organised during the month of march.

The Nature members and the other students raising slogans for environmental protection .

- Institute organises every year NSS Programmes where in awareness campaign for the spreading awareness among the nearby people residing in neighboring areas regarding environment and its protection from the various types of pollutions are organized.
- As part of vanamaholsav celebrations the NSS unit along with the coordinators organised an effective outreach program skit on environmental awareness, importance of good habits, planting trees, awareness programs etc.
- Awareness drives are organized among students on world wild life day, Ozone day etc.

7.5 Whether environmental audit was conducted?

Yes

☒

No

☐

Yes, The Green Audit ground preparations done by a team of departments - Botany, Physics, Sociology and Chemistry. We plan to audit it under the leadership of one external expert.

The major objectives of the green audit are:

- ✓ Improvement of existing green area and fresh air
- ✓ Planting of Herbal Garden, Planting of trees
- ✓ Water saving and energy awareness to students by teachers.
- ✓ Waste Management awareness to students.

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Strength

- ♦ Green Audit, Academic Audit, Administrative Audit
- ♦ B. Voc programme- Multimedia and software development
- ♦ .Video Conferencing Hall
- ♦ Coaching programme for Civil Service/Bank Coaching/PSC etc
- ♦ Scholar Support programme
- ♦ Walk with Scholar
- ♦ Online exams and My Zone facility
- ♦ Parents Teachers Association (PTA).
- ♦ Additional Skill Acquisition Programme(ASAP).
- ♦ Permanent appointments conducted regularly to fill the vacant positions.
- ♦ Easy accessibility to college.
- ♦ Women's Development Centre that " Women cell".
- ♦ Alumnae association.
- ♦ Safety and security for hostel inmates.
- ♦ Ladies hotel extended.
- ♦ Infrastructural facilities of the college extended to the local community as a service.
- ♦ Women friendly campus.
- ♦ The institution has a good reputation in the community.

- ✦ Feedback system
- ✦ Establishment of SQAC
- ✦ Academic flexibility with the advent of autonomy.
- ✦ Provision of good placement services.
- ✦ Innovative ICT-backed teaching learning methodology with Qualified, committed and experienced faculty.
- ✦ Enhanced reputation among academicians with regular faculty enrichment programmes through seminars/ conferences/ workshops/ refresher courses/ orientations.
- ✦ Word of mouth publicity through successful alumni
- ✦ Thrust to the holistic development of students and effective teaching - learning.
- ✦ Regular conduct of student centric activities through various academic clubs and cultural fests- Arts day, fresher's day etc.
- ✦ The teacher- student relationship enabling the teacher to act as a mentor and guide in solving the academic and personal problems of students.
- ✦ The college Alumni extending its earnest service in providing financial assistance to poor students.
- ✦ Good energy conservation practices
- ✦ Remarkable position in sports
- ✦ Modernized agricultural models (poli-house) to make awareness among students.
- ✦ Student progression: input- output analysis.
- ✦ Qualified and experience permanent faculty.
- ✦ Liberal and cooperative management.
- ✦ Co- ordial relationship among the stakeholders.
- ✦ Eco- friendly campus.
- ✦ Active participation of students in club activities.
- ✦ Updated library software.
- ✦ Rich past and good reputation
- ✦ Functioning in plural and multicultural atmosphere.
- ✦ Caters to the need of economically weaker section(Students)

- ✦ Good pass percentage in university results.
- ✦ Central library with good number of books and internet facilities.
- ✦ Good student enrolment.
- ✦ Scholar Support Programme.
- ✦ Tutorial system.
- ✦ Monitoring system.
- ✦ Installed grievance boxes in different parts of the college campus

Weakness

- ✦ Drop- out rate of female students owing to material reasons.
- ✦ Funds constraints being a self financed institution
- ✦ No consultancy
- ✦ Limited international linkages and student/ staff exchange programmes
- ✦ Collaboration with other institutions is very limited.
- ✦ Not able to attract good percentage students for post graduate courses .
- ✦ College ground for sports and games.
- ✦ Shortage of reference books in a few departments
- ✦ The auditorium in the campus is insufficient to meet the requirements of the college.
- ✦ Lack of communication skill.
- ✦ The process of teaching - learning needs strengthening.
- ✦ Class room infrastructure needs modernization.
- ✦ Participation of faculties in research is not up to the mark.
- ✦ Drainage system need improvement.
- ✦ Insufficient office staff.

Opportunities

- ✦ Support financially weak deserving students.
- ✦ Take keen interest in the welfare of poor students.
- ✦ Guidance for interested and deserving students for jobs and higher education.
- ✦ Innumerable existing technologies to be explored/ harnessed for teaching - learning.
- ✦ Developing scientific temper and research culture.

- ♦ Wide scope for collaboration with Indian and foreign research institutes/ universities/ organizations.
- ♦ The PG departments of the college have the opportunity of being upgraded into research centers in near future.
- ♦ Since agriculture has turned to be one of the thrust areas of extracurricular activities.
- ♦ Strong support from Alumni, former faculty members and other well- wishers.
- ♦ The accreditation by NAAC has enabled the college to avail development grants and UGC sponsored programmes.
- ♦ Diversification of courses to provide greater flexibility
- ♦ Developing good communicative and vocational skills.
- ♦ Strengthening interdisciplinary study to enhance creatively.
- ♦ Offering need based and short term career orientation programme .
- ♦ Health care facility may be improvement.
- ♦ Placement for students.

Threats / Challenges

- ♦ Marriage leading to drop out of students.
- ♦ Lack of finance to pursue higher education.
- ♦ Lack of adequate campus placement.
- ♦ Continuous high need for redesigning the curriculum.
- ♦ Low academic standards of the students.
- ♦ Migration of students to other institutions
- ♦ Economically, socially and economically backward rural students.
- ♦ Migration of experienced faculty.
- ♦ Development of skilled man- power in frontline areas of science and technology.
- ♦ Networking with other reputed institutions in academic and research activities.
- ♦ Catering to the needs of students from heterogeneous background.
- ♦ Attracting students towards traditional courses.
- ♦ Enhancement of faculty research.
- ♦ Migration of students to other institutions

- ♦ Economically, socially and economically backward rural students.
- ♦ The college is very far away from the town, and public transportation facility is limited. Under CBCSS, teachers and students are always very busy with so many academic activities that it is difficult to find sufficient span of time for extracurricular activities. Opening of more private institutions in neighboring areas.

Criterion - VIII

8. Plans of institution for next year

- Introduction of Community College.
- NAAC reaccreditation (3rd cycle).
- Renovation of play ground.
- To begin coaching centre Spoken English.
- Enriching tutorial system, remedial classes and bridge courses.
- Continuing skill development programmes.
- Support all departments to conduct community oriented programmes and seminars.
- ICT supported IQAC office.
- To organize national seminars/ conferences for dissemination of information
- To conduct library week celebrations
- To conduct entrepreneurial awareness workshops
- To encourage faculty to apply for minor research projects.
- Strengthening students placement through campus recruitment training programmes
- Construction of academic block.
- Construction of sports hostel
- Renovation of laboratories
- Establishment of smart classrooms
- Submission of more major and minor projects to UGC, DST and other funding agencies
- Submission of proposals for certificate courses, skill development courses etc.
- Arrange exhibitions in connection with curriculum

- Initiate steps to enhance the teaching - learning process with the help of the feedback received from the students.
- To send students for interships
- To continue to arrange community development programmes through NCC, NSS , CSS, Jesus Youth.
- To allow outsiders to join with Coaching programmes –Civil Service/PSC/Bank Coaching
- To start civil service/ Banking/ PSC Coaching programme
- To establish green audit committee, academic audit committee, administrative audit committee.
- To start innovative and career oriented certificate courses in college level/ university level
- To conduct public projects.
- Make the feedback mechanism more effective
- Arrange communicative English classes for the students.
- Encourage the staff members to apply and organize UGC sponsored national seminars and workshops
- Motivate the faculty to write and publish articles and books
- Enhance the Ph.Ds, Minor and Major Projects
- Strengthen Alumnae
- To organize a national seminar on teaching- learning process.
- To implement the quality measures planned for the third phase of college with potential for excellence scheme.
- To conduct orientation programme for teachers.
- To cater to the needs of slow learners through remedial classes.
- To promote collaborative research through MoUs.
- To augment infrastructural facilities.
- To update college website a new format.
- To increase programme options available to students in terms of diplomas and certificates.
- Commencement of financing courses
- Start new certificate courses in new areas
- To start M.Com- Tourism, M.Sc Chemistry

Name : Dr. Licy A.D

HOD, Department of Sociology

Carmel College, Mala-680732

Thrissur, Kerala

Dr. Sr. Lizy. C.I

Principal

Carmel College, Mala-680732

Thrissur, Kerala

Signature of the coordinator, IQAC



Signature of the Chairperson, IQAC

Dr. C. I. Lizy

Principal

Carmel College

Mala - 680 732

Annexure I

Organized Seminars / Conferences / Workshops/Lecture Series 2014-2015

| International Level Activities | | | | | |
|---------------------------------------|------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------|--------------------------|---------------------------|
| Sl. No | Department | Recourse Person | Topic | Nature Of Activity | Date |
| 1 | Sociology | Dr. Saju Mathew Vadakkumpadan CMI, Catholic Education Consultant, Freeport, Bahamas | Life Skill- Learn to Lead | Seminar | 14-01-2015 |
| 2 | Chemistry | Prof. Francis Joseph Pynadath, Associate Director & Consultant, Amritha Herbal Extracts & Research Centre and Shree Aroma, Karwar SAI Aromatics, Ankola & Techno Engineers, Tumkur | Extraction of Spices and Herbs & their Technology | Lecture Series | 25-08-2014 |
| 3 | Chemistry | Dr. Justine Kombarakkaran ., asst. professor , New Mexico Tech., USA | Magnetic Resonance studies of ammonia and Deuterium | Lecture Series | 11.08-2014 |
| 4 | English | Dr. Royson K Alex, Assistant Professor of English Department, BITS Pilani,Goa Mr. Samuel Moses Srinivas, Assistant Professor of English Department, Madras Christian College Chennai. | tiNai Eco- Festival in collaborations with BITS Pilani,Goa | International Seminar | 06-03-2015& 07-03-2015 |

| National Level Activities | | | | | |
|---------------------------|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------|-----------------------------------------------------|------------|
| 1 | Botany | Dr.P.S.Udayan, Assi. Professor, Sreekrishna College, Guruvayoor | Environment conservation | Seminar | 5-6-2014 |
| 2 | Botany | Dr, Deepa Thomas Asst. Prof. ARS Chalakudy | Family Farming through Vegetable garden | Seminar | 8-1-2015 |
| 3 | Botany | Mr.E.J.Vincent District Co.ordinator Biodiversity onservation ,Govt.of Kerala | Wet land day conservation | Talk | 2-2-2015 |
| 4 | Botany | Dr.Govindhan P. Assistant Professor Govt.Engineering College Kanoor. Dr.Meena K.Chervathur Assistant professor ,Dept.of Botany,st.Mary's College Thrissur | National Science Day | KSCSTE – National Science Day Celebrations | 16-2-2015 |
| 5 | Commerce | Dr. P.V Joseph., Associate Prof. Mharaja's College Ernakulam | 'Excel Yourself' | Seminar cum Workshop- | 02-07-2014 |
| 6 | Commerce | Dr. Murali , C.A.M, Kuttanellur | Research Methodology | National Seminar | 2014-2015 |
| 7 | Commerce | Mr.P.A Nagarajan. Senior Chartered Accountant &Company Secratery,TATA Ceramics | CSR | National Seminar | 20-10-2014 |
| 8 | Chemistry | Dr. Francis Joseph Pynadath | Spices and Herbs- Their Extraction and Technology | Invited lecture | 18-08-2014 |
| 9 | Chemistry | Dr. Rani Joseph, Emeritus Professor, Dept. Of Polymer | Polymers- Waste management Titania based | UGC Sponsored National | 13-08-2014 |

| | | | | | |
|----|------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|-------------|
| | | <p>Science And Technology, CUSAT.</p> <p>Dr. Baiju Vijayan ., Scientist –C , C-MET , Athani , Thrissur.</p> <p>Dr. Joby Thomas, Associate professor, dept. of chemistry, St. Thomas college Thrissur.</p> <p>Dr. Renuka .N.K. Asst. Professor Dept. of Chemistry , University of Calicut.</p> <p>Dr. Mary N.L, Administrative Director , Centre for Research in Science and Technology, Stella Maris College, Chennai.</p> <p>Dr. Lissa Sreejith ., HOD Dept. of chemistry, NIT , Calicut.</p> | <p>nanomaterials for solar cell and Photocatalytic applications</p> <p>Photo Dynamic Therapy</p> <p>Fundamentals of Mesoporous Materials.</p> <p>Innovations in polymer science</p> <p>Plastics – A Bliss or a Curse.</p> | <p>Seminar on Recent Trends in Chemical Sciences.</p> | 14-08-2014 |
| 10 | Computer Science | <p>Dr. A.K George, Asst Prof. Anna University, Chennai</p> | <p>Learning Programming Languages and Operating System on</p> | <p>National Seminar</p> | 21-07- 2014 |
| 11 | Sociology | <p>Ms.Deepa ML</p> | <p>Research</p> | <p>National</p> | 17-07-2014 |

| | | | | | |
|----------------------------------------------------|-------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------|---------------------------------------|---------------------|
| | | St.Xaviers College For Women Aluva | Methodology | Seminar | |
| 12 | Sociology | Dr. G. Gopakumar, Vice Chancellor Central University Kasargod Dr.Lakshmi V Nair, Secretary KSS Dr.L. Tharabai President KSS Prof. B.B Mohanty HOD Pondicherry University | Culture, Media and Society | National Conference | 12 to14-12- 2014 |
| 13 | Mathematics | Dr.Lakshmana Gomathi Nayagam, Professor, NIT, Trichi. Dr.Sunny Kuriakose, Academic Secretary, KMA. | Fuzzy Logic, Fuzzy decisions | National Seminar | 09.01.2015 |
| 14 | Zoology | Prof. G. Christopher Research Coordinator ACESSD, MG University , Kottayam | Rare and Threatened mammals of Western Ghats | National Seminar | 2014 |
| 15 | Zoology | Dr. Karthiayani Gynaecologist CCMK Hospital, Chalakyudy | Adolescent health programme | National Seminar | 2014 |
| State Level /Institutional Level Activities | | | | | |
| 1 | Chemistry | Mr. Arun Babu, CEO & MD , copper seeds Technologies Pvt ltd, Infopark. | Opportunities in information Technology for Fresh Graduates. | Interdepartm ental Talk | 26-06-2014 |
| 2 | Botany | Ms . Veena Devi Vazhachal Forest Range Officer, Chalakyudy | Conservation of forest | Botany Association Inauguration | 2014 |
| 3 | Mathematics | Dr. P.L Antony, Associate Professor, St.Thomas College (| Introduction to Topology | Talk | 16-10-2014 |

| | | | | | |
|----|---------------------|--------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------|------------------------------------------------------------|------------|
| | | Autonomous), Thrissur. | | | |
| 4 | Mathematics | Dr.P.B. Vinod Kumar, Professor, Rajagiri School of Engineering and Technology, Kakkanad | Introduction to real analysis | Lecturer | 17-10-2014 |
| 5 | Mathematics | Mr. K. Balakrishnan | An Introduction to C.A Profession | Talk | 04-07-2014 |
| 6 | Computer Science | Mr. Arun Babu,CEO & MD ,Copperseeds Technologies Pvt.,Ltd,Infopark | Opportunities in Information Technology for Fresh Graduates. | Seminar | 26-6-2014 |
| 7 | Computer Science | Mr.ChinthuLal, Software Developer,LCC Pvt,ltd Chalakudy | Database Connectivity in JAVA. | Workshop | 25-08-2014 |
| 8 | Computer Science | Mr. Johnson, Image Editing Expert from Industry | Image Editing | Workshop | 28-11-2014 |
| 9 | History | Professor M Vijayalakshmi (Retd.Professor& HOD ,Dept of History, NSS Manjeri) | Bipan Chandra the eminent Historian | Commemora tion talk on Professor Bipan Chandra | 03-08-2014 |
| 10 | History | Professor K N Ganesh (Retd. Professor & HOD , Dept of History, University of Calicut) | Kerala Historiography Recent trends | Kerala History Lecture Series III | 21-10-2014 |
| 11 | History | Professor K Gopalankutty (Retd.Professor & HOD , Dept of | National Movement in Malabar | History Association Inauguration | 20-11-2014 |

| | | | | | |
|----|-------------------|----------------------------------------------------------------------------|-------------------------------------------------|--------------------------------------------------------------------------------------------------------------------|------------|
| | | History, University of Calicut) | | | |
| 12 | History | Ms. Shamsad Hussain | History of Women writingsd in Mappilappattu | A seminar on Historicising Literary texts: new Perspectives in collaboration with Kendra Shitya Akademi, Bangaluru | 15-01-2015 |
| 13 | Sociology | Mr. Ninan George, Director, Guidance Academy | Career Planning | Seminar | 27-06-2014 |
| 14 | Sociology | Mr. Justin, Research Assistant in Directories of Fisheries Department, TVM | Vital Statistics | Seminar | 11-07-2014 |
| 15 | B.Voc | Mr. Jino P J | free and open source software | Seminar | 06-01-2015 |
| 16 | B.Voc | Dr. Sudeep Elayidom | Carrier advancements in Computer Science and IT | Seminar | 09-01-2015 |
| 17 | B.Voc | Mr. Jino P J | Create Website using Vaprus | Workshop | 05-02-2015 |
| 18 | Political Science | Dr. D. Dhanuraj, Director , CPPR Cochin. | Recent Trends in Indian Political System | Seminar and Discussion | 27-08-2014 |
| 19 | Political Science | Sr. Virgin | | Inter Departmenta l general quiiz | 07-01-2015 |

Annexure II

Attended Seminars/ Workshops/etc By Staff 2014 - 2015

| Sl. No | Name of the Faculty | Topic | Nature Of Activity | Place | Date |
|--------|---------------------|---------------------------------------------------------------------------------------------|-----------------------|-----------------------------------------------------------------------------|-------------------------|
| 1 | Dr. Princy K.G | Frontiers in Green Chemistry | National Seminars | St. Mary's College Thrissur | 24.07.2014 & 25.07.2014 |
| 2 | Dr. Princy K.G | Recent Trends in Chemical Science | National Seminars | Carmel College Mala | 14.08.2014& 15.08.2014 |
| 3 | Dr. Princy K.G | Current Trends in Chemistry | National Seminars | Christ College Irinjalakuda | 14.10.2014& 15.10.2014 |
| 4 | Dr. Princy K.G | | National Seminars | Carmel College Mala | 30.12.2014& 31.12.2014 |
| 5 | Dr.Bindhu K.B | Innovative approaches in plant sciences | National Seminar | Asmabi College, P.Vemballor, Koungallor, on 18 th September 2014 | 18.09.2014 |
| 6 | Dr. Bindhu K.B | Recend Trends in Chemical Sciences | National Seminar | Dept. of Chemistry , Carmel College, Mala | 14.08.2014& 15.08.2014 |
| 7 | Ms. Lakshmi Salim | Ecofeminism: An Inclusive Discourse” | National Seminar | S.H College Chalakuddy | 10-08-2014 |
| 8 | Ms. Lakshmi Salim | “Contemporary Asian Literatures in English: Explorations of Culture, Identity and Politics” | National Seminar | M.E.S Kodugallur | |
| 9 | Dr. Licy A.D | Recent trends in Higher education policies: Scope and challenges in governance | National Seminar | St Mary's College Thrissur | 26.9.2014 |
| 10 | Dr. Licy A D | Life Skill - Learn to Lead | International Seminar | Carmel College, Mala | 14.1.15 |

| | | | | | |
|----|-----------------------|--------------------------------------------------------------------------------|---------------------------|----------------------------------|--------------------------|
| 11 | Ms. Blessy Paul | Kaushal Kendra | National Workshop | St. Mary's College Thrissur | 07.02.2015 |
| 12 | Ms Pretty John | Ecofeminism: An Inclusive Discourse” | National Seminar | S.H College Chalakuddy | 00-08-214 |
| 13 | Ms. Nina Joseph | Kaushal Kendra | National Workshop | St. Mary's College Thrissur | 07.02.2015 |
| 14 | Sr. Kochuthressia K.P | Oral Presenter | Inter National Conference | Nepal | 01.11.2014 03.11.2014 |
| 15 | Sr. Rini Raphael | Recent trends in Higher education policies: Scope and challenges in governance | National Seminar | St Mary's College Thrissur | 26.9.2014 |
| 16 | Ms. Mary Philip | Values and Higher Education | State level Workshop | St. Thomas Kakkanadu | 02.12.2014 |
| 17 | Ms. Sheeli K.S | Innovative Approaches in Plant Science | National Seminar | MES Asmabi College , Kodungallur | 18.09.2014 to 19.08.2014 |
| 18 | Dr. Shibi C | Translation | National Workshop | St. Mary's College Thrissur | 11.07.2014 |
| 19 | Dr. Shibi C | Recent Trends in Chemical Science | National Seminars | Carmel College Mala | 14.08.2014 & 15.08.2014 |
| 20 | Dr. Shibi C | Historising femicides in India | National Seminars | KKTM , Pullut | 15.10.2014 & 16.10.2014 |
| 21 | Dr. Shibi C | Swami Vivekanada | National Seminars | MES Asmbi College Kodungallur | 03.12.2014 & 04.12.2014 |
| 22 | Dr. Shibi C | Other/other; Discourses of Difference | National Seminars | Carmel College Mala | 30.12.2014 & 31.12.2014 |
| 23 | Dr. Shibi C | Life Skill - Learn to Lead | International Seminar | Carmel College Mala | 14.01.2015 |

Annexure III

Departments conducted invited talks by experts from respective field.

| Sl. No | Name | Designation |
|--------|-------------------------------|---------------------------------------------------------------------------------------------------------|
| 1 | K.R Veena Devi | Range Forest Officer |
| 2 | Dr. K.N Ramesh& Jacob Abraham | Associate professor,S.N college Natika &St.Thomas College Thrissur |
| 3 | Dr. Asma & Dr. Geethu | Associate professor, Asmabi College, Kodungallur & St.Thomas college Thrissur |
| 4 | Dr. P,S. Uudayan | Assistant professor in botany Sreekrishna College Guruvayur |
| 5 | Dr. Deepa Thomas | Assistant professor ,Agriculture Research Station Chalakudy |
| 6 | Dr. Parameswaran P. | Asst. Professor, NIIT Calicut; |
| 7 | Dr. Jayasree E.G | Asst.Professor, , Kerala University |
| 8 | Sr. Helen Rose CMC. | Tutor, Lisie Hospital, Ernakulam. |
| 9 | Mr. Arun Babu | CEO & MD , Copperseeds Technologies Pvt Ltd, Infopark. |
| 10 | Dr. Rani Joseph | Emeritus professor, Dept. of polymer science and technology, CUSAT. |
| 11 | Dr. Justine Kombarakkaran | Asst. professor , New Mexico Tech., USA. |
| 12 | Dr. Baiju Vijayan | Scientist –C , C-MET , Athani , Thrissur. |
| 13 | Dr. Renuka .N.K | Asst. professor , Dept. of Chemistry , University of Calicut. |
| 14 | Dr. Mary N.L | Administrative Director , Centre for Research in Science and Technology, Stella Maris College, Chennai. |
| 15 | Dr. Lissa Sreejith | HOD Dept. of chemistry, NIT , Calicut. |
| 16 | Mr. Ravi Kamath | Management Expert |
| 17 | Jose Chacko | Account Ltd |
| 18 | Nandakumar V.P | Chairman & Managing Director of the Manapuram Group of Companies |
| 19 | Shahid O | Business Development Manager,Microtech Events |
| 20 | Abdul Razaq | Personality Development Officer, Elejia Institute of Management Studies, Thrissur |
| 21 | Dr. P.V Joseph | Associate professor, . Maharaja's College Ernakulam. |
| 22 | Mr. Sudhesh | Logic Management system, Ernakulam |
| 23 | Dr. Murali .E | C.A.M Govt.College , Kuttanellur |

| | | |
|----|----------------------|-----------------------------------------------------------------------------------------------------------------|
| 24 | Mr. P.A Nagarajan | Senior Chartered Accountant and Company Secretary, TATA Ceramics |
| 25 | Mr. Jino P J | Assistant Proffessor, SNGIST , North Paravoor |
| 26 | Dr. Sudeep Elayidom | Associate professor, Division of Computer Science and Engineering, CUSAT |
| 27 | Mr. Johnson | Image Editing Expert , DON Studio,Mala |
| 28 | Dr. A.K George | Associate Professor, Anna University,Chennai |
| 29 | Mr. Arun Babu | CEO & MD ,Copperseeds Technologies Pvt.,Ltd,Infopark |
| 30 | Mr. ChinthuLal | Software Developer, LCC Pvt,ltd Chalakudy |
| 31 | Prof. Inasu C.A | Associate Professors, St.Thomas College Thrissur |
| 32 | Mr. Anilkumar P. V | Assistant Professor, Department of English, Government Victoria College, Palakkad |
| 33 | Dr. Shally Anthappan | Associate Professor, Department of English, St. Joseph's College, Irinjalakuda |
| 34 | Dr. Krishnamayi .A | Associate Professor, and Head, PG Department of English and Research Centre, Vimala College, Thrissur |
| 35 | Dr. Laly Mathew | Associate Professor, Department of English and Bharata Mata College, Thrikkakara |
| 36 | Dr. Preetha M.M | Associate Professor and Head, PG Department of English and Research Centre, Sree Kerala Varma College, Thrissur |
| 37 | Dr. K.J Vargheese | Associate Professor, Department of English, Christ College, Irinjalakuda |
| 38 | Dr.Milon Franz | Associate Professor, PG Department of English, St. Xavier's College, Aluva |
| 39 | Prasanth V.G | Associate Professor and Head, Department of English R.Sankar Memorial SNDP Yogam College, Koyilandy |
| 40 | Ms. Shamsad Hussain | Asst Professor, SSUS Regional center, Tirur |
| 41 | Dr P P Abdul Rasaq | Associate Professor, PSMO College, Thirurangadi |
| 42 | DR K S Madhavan | Assistant Professor, University of Calicut |
| 43 | Dr. Karthiayani | Gynaecologist, CCMK Hospital, Chalakudy |
| 44 | Prof. G. Christopher | Research Coordinator ACESSD, MG University , Kottayam |

| | | |
|----|------------------------------|-----------------------------------------------------------------------------------------|
| 45 | Dr. L Tharabhai | KSS Presedent |
| 46 | Dr. G. Gopakumar | Vice challor, central university,Kasargod |
| 47 | Prof. B B Mohanty | Head,Dept of sociology Pondicherry |
| 48 | Mr. Asok R Chandran | Consulting Editor ,sage publications |
| 49 | Dr. R K Varghese | Vice president,KSS |
| 50 | Dora Dominic | Assistant professor,Department of sociology,St.Terasas college Ernakulam |
| 51 | Alfina Sebastian | Assistant professor,Department of sociology M A College ,kothamangalam |
| 52 | Dr. Abid Hussain | Head,Department of sociology,farook college |
| 53 | Ms. Susmitha | Media person |
| 54 | Dr. Jose Boban | Head ,department of sociology Loyola college of social science |
| 55 | Dr. Biju K P | Associate prof,Department of philosophy,sree kerala varma college Thrissur |
| 56 | Dr. Anishia Jayadev | Associate prof,institute of Management in Government,Trivandrum |
| 57 | Dr. S.Shankar | senior scientist,kerala forest research institute |
| 58 | Dr. Jacob John Kattakayam | Prof.Emiritus,University of Kerala |
| 59 | Dr. Antony Palakkal | Associate prof.,department of sociology,Loyola college of social science ,trivandrum |
| 60 | Mr. Menacheril Jose M A | Prime Co-Ordinator,Better life india |
| 61 | Mr. Jino P J | Assistant Proffessor,SNGIST ,North Parvur |
| 62 | Dr. Sudeep Elayidom | Associate professor,Division of Computer Science and Engineering,CUSAT |
| 63 | Mr. Jino P J | Assistant Proffessor,SNGIST ,North Parvur |
| 64 | Mr. Akhil Unnikrishnan | Taekwondo Trainer,Kannur |
| 65 | P. Chandrasekhara Warrier | Famous Writer |
| 66 | Shri V.M Sudheeran | Formwrr M.P |

Annexure IV

Sports and games awards and medals for students

1. Overall Championship in Thrissur District Athletic Meet 2014-15.
2. Archery team participated in Calicut university Archery championship and became overall champions in women section.
3. Eight Cricket players selected to the Thrissur District Senior Women's Cricket Team
4. Jesna Jose N & Soorya N.S –District & State Archery Team members
5. Jesna Jose N - Calicut University Archery Team member- Individual Champion –FITA
6. Sherin A.B. Calicut University Archery Team member- Indian
7. Soorya N.S - Calicut University Archery Team member- -FITA
8. Hockey-11 Runner up in Calicut University Championship.
9. Cricket.: 11 Runner up in Calicut University Cricket Tournament
10. Bavitha K.K., Swathy, Archana & Jenitha -Calicut University Cricket Team Members
11. Bavitha K.K. represented Kerala State in different One day ,Two day & Club Cricket.
12. Ball Badminton: Overall Champions in Kollam District Ball Badminton Championship.
13. Anaswara.K.S ,Navaneetha M.S., Salu Sankar T., Jismi V.G & Jyothilakshmi K.B- Participated in the Kerala State Mountain Cycling Championship.
14. Amrutha C.V.- Calicut University Hockey Team member
15. Sarika K.S., Swathy Babu & Leeshma p.- Calicut University Football Team members.
16. Swathy Babu.- Selected to participate in Kerala State Karate Championship.
17. Football team (11 members) represented Thrissur district in Kerala state football competitions and became 11th runner up.
18. Sarika K.S., Sruthakeerthy p., Babisha C.m & Leeshma P.- Selected to the Kerala State Football Team and participating in the forthcoming National Games.
19. Taekwondo team became overall Champions in Thrissur District Taekwondo Championship.
20. Alna Mariya ad Anjali K.S -Selected to the Kollam District Ball Badminton Team.
21. Sneha K –Selected to participate in Kerala State junior women Softball Team.
22. Sneha k., Silpa T.N & Swathy Babu –Selected to participate in Kerala State junior Athletic Meet

Annexure V

Add-On Courses

| Course | Goals | Objective |
|--------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Sociology | | |
| Guidance and Counselling | It aims to provide students with an opportunity to develop basic skills in counselling and guidance thereby enabling them to be of assistance to those in need. | To orient students towards the importance of guidance and counselling during childhood and adolescence. To acquaint students with developments in guidance and counselling process. |
| Botany | | |
| Tissue Culture | Initiate modern techniques of tissue culture and propagate rare species. | Large scale commercial production of desirable plants as a means of livelihood. |

Skill Development Courses

| Course | Goals | Objective |
|------------------------------------------|--------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|
| Botany | | |
| Fashion Designing | To make our students trend setters in fashion designing. | To help create an attractive and elegant dress code. |
| Interior Architecture Designing | To augment the creative talent in students and help construct beautiful spaces in harmony with nature. | Create an eco-friendly culture. Income generating source. |
| Chemistry | | |
| Art and Craft Course | Empower women through skill development. | To enhance creative skills in fabric painting, glass painting, jewellery making and doll making. |
| English | | |
| Spoken English | To develop confidence and speech skills in English in any given situation. | To improve communicative skills in English. |
| Commerce | | |
| Tax Practices | Enhance their subject knowledge for self advancement. | To provide practical knowledge on different forms of taxation. |
| Sociology | | |
| Ornaments Making & Toy Making | To empower rural girls through skill development. | To enhance creative skills in toy making and ornaments making. |
| Mathematics | | |
| Numerical Aptitude and Test of Reasoning | Help young women to be employable. | To develop mathematical aptitude and skills required to perform in competitive |

| | | |
|-------------------------|-----------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------|
| | | exams. |
| Computer Science | | |
| PGDCA | Develop skills required for managing Advanced Computer Applications. | Provide advanced education and practice in computer architecture, java programming, OS, RDBMS, programming. |
| PGDCAT | Develop skills required for Teaching in the field of Computer Applications. | Provide advanced education and practice in knowledge management, ERP and Resource planning, Organizational behavior and Entrepreneurship. |
| PGDOST | Develop skills required for Open Source Technology. | Provide advanced education and practice in FOSS, LINUX, MYSQL, PHP and Computer Architecture. |
| ADCHNE | Develop skills required for Computer Hardware and Network Engineering. | Provide advanced education and practice in Digital Electronics, Computer Architecture. |
| ADCTT | Develop skills required for teaching Computer Science. | Provide advanced education and practice in IT Education, Internet, PC software, and Programming. |
| DCA | Develop skills required for Managing basic Computer Application. | Provide advanced education and practice in programming, RDBMS, Introduction to IT, PC Software and Malayalam computing. |
| DWT | Develop skills required for Wireless Technology Management. | Provide advanced education and practice in Wireless communication, communication technologies and Mobile operating systems. |
| DIM | Develop skills required for Multimedia. | Provide advanced education and practice in PC Software, 3D Max, image editing and web technologies. |
| DOA | Develop skills required for Management of Office Automation. | Provide advanced education and practice in PC Software, web technologies. |
| DDTP | Develop skills required for Desk Top publishing. | Provide advanced education and practice in PC Software, DTP |
| CEO | Develop skills required for Management of Electronic office. | Provide advanced education and practice in PC Software, web technologies. |
| CDEO | Develop skills required for Data Entry and Console Operation. | Provide quality education and practice in PC Software, Digital Keying and Malayalam typing. |
| CCA | Develop skills required for Computerized Accounting. | Provide quality education and practice in PC Software, Accounting packages. |
| CDTP | Develop skills required for Desk Top publishing. | Provide quality education and practice in PC Software, DTP tools. |
| CWD | Develop skills required for | Provide quality education and practice in |

| | | |
|------|----------------------------------------------------------|-------------------------------------------------------------------|
| | Web Designing. | Internet and Web Programming. |
| CCAD | Develop skills required for Computerized Plan Sketching. | Provide quality education and practice in PC Software, CAD Tools. |

Annexure VI

College Calendar

Carmel College Handbook and Calendar 2013-14

| JULY 2014 | | | |
|-----------|------|---------------------------------------------------------|--|
| DATE | DAYS | PARTICULARS | |
| 1 | Tue | | |
| 2 | Wed | | |
| 3 | Thu | H St. Thomas Day | |
| 4 | Fri | First Friday | |
| 5 | Sat | H | |
| 6 | Sun | H | |
| 7 | Mon | | |
| 8 | Tue | | |
| 9 | Wed | | |
| 10 | Thu | | |
| 11 | Fri | World Population Day | |
| 12 | Sat | H Malala Day, Second Saturday | |
| 13 | Sun | H | |
| 14 | Mon | 13 hour adoration | |
| 15 | Tue | Celebration of Patroness Day | |
| 16 | Wed | Feast of Our Lady of Mt. Carmel (College Patroness Day) | |
| 17 | Thu | | |
| 18 | Fri | | |
| 19 | Sat | H | |
| 20 | Sun | H | |
| 21 | Mon | | |
| 22 | Tue | | |
| 23 | Wed | | |
| 24 | Thu | | |
| 25 | Fri | | |
| 26 | Sat | H Karkidakavu | |
| 27 | Sun | H | |
| 28 | Mon | H Idul-Fitr, Feast of St. Alphonsa, Parent's Day | |
| 29 | Tue | | |
| 30 | Wed | | |
| 31 | Thu | | |

No. of working days: 21

81

Carmel College Handbook and Calendar 2013-14

| JUNE 2014 | | | |
|-----------|------|----------------------------------------------|--|
| DATE | DAYS | PARTICULARS | |
| 1 | Sun | H | |
| 2 | Mon | | |
| 3 | Tue | Re-opening of College after summer vacation. | |
| 4 | Wed | | |
| 5 | Thu | | |
| 6 | Fri | World Environment Day | |
| 7 | Sat | First Friday | |
| 8 | Sun | H Feast of Bl. Mariam Thressia | |
| 9 | Mon | | |
| 10 | Tue | | |
| 11 | Wed | | |
| 12 | Thu | | |
| 13 | Fri | Feast of St. Antony | |
| 14 | Sat | H Second Saturday | |
| 15 | Sun | H Father's Day | |
| 16 | Mon | | |
| 17 | Tue | | |
| 18 | Wed | | |
| 19 | Thu | | |
| 20 | Fri | | |
| 21 | Sat | H | |
| 22 | Sun | H | |
| 23 | Mon | | |
| 24 | Tue | | |
| 25 | Wed | | |
| 26 | Thu | International Anti Drugs Day | |
| 27 | Fri | Feast of Sacred Heart | |
| 28 | Sat | H Feast of Immaculate Heart of Mary | |
| 29 | Sun | H Feast of St. Peter & Paul. | |
| 30 | Mon | | |

No. of working days: 21

80

AUGUST 2014

| DATE | DAYS | PARTICULARS | |
|------|------|---------------------------------------------------|--|
| 1 | Fri | | |
| 2 | Sat | First Friday | |
| 3 | Sun | | |
| 4 | Mon | Friendship Day | |
| 5 | Tue | | |
| 6 | Wed | | |
| 7 | Thu | Hiroshima Day, Organ Donation Day | |
| 8 | Fri | | |
| 9 | Sat | Quit India Day, Nagasaki Day | |
| 10 | Sun | | |
| 11 | Mon | | |
| 12 | Tue | International Youth Day | |
| 13 | Wed | | |
| 14 | Thu | | |
| 15 | Fri | Independence Day, Feast of Assumption of our Lady | |
| 16 | Sat | | |
| 17 | Sun | | |
| 18 | Mon | | |
| 19 | Tue | | |
| 20 | Wed | | |
| 21 | Thu | | |
| 22 | Fri | | |
| 23 | Sat | | |
| 24 | Sun | | |
| 25 | Mon | | |
| 26 | Tue | | |
| 27 | Wed | | |
| 28 | Thu | | |
| 29 | Fri | National Sports Day, Feast of Bl. Euphrosia | |
| 30 | Sat | | |
| 31 | Sun | | |

No. of working days: 19

82

SEPTEMBER 2014

| DATE | DAYS | PARTICULARS | |
|------|------|-----------------------------------------------------------------------------|--|
| 1 | Mon | | |
| 2 | Tue | Coconut Day | |
| 3 | Wed | | |
| 4 | Thu | | |
| 5 | Fri | Teacher's Day, Feast of Bl. Mother Teresa, First Friday | |
| 6 | Sat | Onam Onam. College Closes for Onam holidays. | |
| 7 | Sun | Thiruvonam | |
| 8 | Mon | International Literacy Day, Munnam Onam, Sree Narayana Guru Jayanthi | |
| 9 | Tue | Nalam Onam | |
| 10 | Wed | | |
| 11 | Thu | | |
| 12 | Fri | | |
| 13 | Sat | Second Saturday | |
| 14 | Sun | Exaltation of the Holy Cross, Hindi Diwas | |
| 15 | Mon | Sikrishna Jayanthi | |
| 16 | Tue | World Ozone Day, Re opening of College after Onam Vacation | |
| 17 | Wed | | |
| 18 | Thu | | |
| 19 | Fri | Reading Day | |
| 20 | Sat | | |
| 21 | Sun | Sree Narayana Guru Samadhi, Day for peace and Non-violence, Alzheimer's Day | |
| 22 | Mon | Rose Day (Welfare of Cancer patients) | |
| 23 | Tue | | |
| 24 | Wed | NSS Day, International Heart Day | |
| 25 | Thu | | |
| 26 | Fri | | |
| 27 | Sat | World Tourism Day | |
| 28 | Sun | | |
| 29 | Mon | | |
| 30 | Tue | | |

No. of working days: 19

83

OCTOBER 2014

| DATE | DAYS | PARTICULARS |
|------|------|---------------------------------|
| 1 | Wed | |
| 2 | Thu | Feast of St. Teresa of Lisieux. |
| 3 | Fri | Gandhi Jayanthi, Maha Navami |
| 4 | Sat | Vijaya Dashami, First Friday |
| 5 | Sun | H |
| 6 | Mon | Bakri Id |
| 7 | Tue | |
| 8 | Wed | |
| 9 | Thu | |
| 10 | Fri | |
| 11 | Sat | H |
| 12 | Sun | H |
| 13 | Mon | Second Saturday |
| 14 | Tue | |
| 15 | Wed | |
| 16 | Thu | Feast of St. Tresa of Avila |
| 17 | Fri | |
| 18 | Sat | H |
| 19 | Sun | H |
| 20 | Mon | |
| 21 | Tue | |
| 22 | Wed | H |
| 23 | Thu | Deepavali |
| 24 | Fri | |
| 25 | Sat | H |
| 26 | Sun | H |
| 27 | Mon | |
| 28 | Tue | |
| 29 | Wed | |
| 30 | Thu | Rosary Rally |
| 31 | Fri | |

No. of working days: 19

84

NOVEMBER 2014

| DATE | DAYS | PARTICULARS |
|------|------|------------------------------------------------------|
| 1 | Sat | H |
| 2 | Sun | H |
| 3 | Mon | H |
| 4 | Tue | |
| 5 | Wed | |
| 6 | Thu | |
| 7 | Fri | First Friday |
| 8 | Sat | H |
| 9 | Sun | H |
| 10 | Mon | Second Saturday |
| 11 | Tue | Education Day |
| 12 | Wed | |
| 13 | Thu | |
| 14 | Fri | Children's Day |
| 15 | Sat | H |
| 16 | Sun | H |
| 17 | Mon | |
| 18 | Tue | |
| 19 | Wed | |
| 20 | Thu | |
| 21 | Fri | |
| 22 | Sat | H |
| 23 | Sun | H |
| 24 | Mon | Canonization of Bl. Chavara & Bl. Ephressia, NCC Day |
| 25 | Tue | |
| 26 | Wed | |
| 27 | Thu | |
| 28 | Fri | |
| 29 | Sat | H |
| 30 | Sun | H |

No. of working days: 19

85

| DECEMBER 2014 | | |
|---------------|------|------------------|
| DATE | DAYS | PARTICULARS |
| 1 | Mon | |
| 2 | Tue | World AIDS Day |
| 3 | Wed | |
| 4 | Thu | |
| 5 | Fri | |
| 6 | Sat | H |
| 7 | Sun | H |
| 8 | Mon | |
| 9 | Tue | |
| 10 | Wed | |
| 11 | Thu | Human Rights Day |
| 12 | Fri | |
| 13 | Sat | H |
| 14 | Sun | H |
| 15 | Mon | |
| 16 | Tue | |
| 17 | Wed | |
| 18 | Thu | |
| 19 | Fri | |
| 20 | Sat | H |
| 21 | Sun | H |
| 22 | Mon | |
| 23 | Tue | |
| 24 | Wed | |
| 25 | Thu | H |
| 26 | Fri | |
| 27 | Sat | |
| 28 | Sun | H |
| 29 | Mon | H |
| 30 | Tue | |
| 31 | Wed | |

No. of working days: 20

86

| JANUARY 2015 | | |
|--------------|------|-------------|
| DATE | DAYS | PARTICULARS |
| 1 | Thu | |
| 2 | Fri | H |
| 3 | Sat | H |
| 4 | Sun | H |
| 5 | Mon | |
| 6 | Tue | |
| 7 | Wed | |
| 8 | Thu | |
| 9 | Fri | |
| 10 | Sat | H |
| 11 | Sun | H |
| 12 | Mon | |
| 13 | Tue | |
| 14 | Wed | |
| 15 | Thu | |
| 16 | Fri | |
| 17 | Sat | H |
| 18 | Sun | H |
| 19 | Mon | |
| 20 | Tue | |
| 21 | Wed | |
| 22 | Thu | |
| 23 | Fri | |
| 24 | Sat | H |
| 25 | Sun | H |
| 26 | Mon | H |
| 27 | Tue | |
| 28 | Wed | |
| 29 | Thu | |
| 30 | Fri | |
| 31 | Sat | H |

No. of working days: 20

87

| FEBRUARY 2015 | | | | |
|---------------|------|-----------------|--|--|
| DATE | DAYS | PARTICULARS | | |
| 1 | Sun | H | | |
| 2 | Mon | | | |
| 3 | Tue | | | |
| 4 | Wed | | | |
| 5 | Thu | | | |
| 6 | Fri | First Friday | | |
| 7 | Sat | | | |
| 8 | Sun | | | |
| 9 | Mon | | | |
| 10 | Tue | | | |
| 11 | Wed | | | |
| 12 | Thu | | | |
| 13 | Fri | | | |
| 14 | Sat | Second Saturday | | |
| 15 | Sun | | | |
| 16 | Mon | | | |
| 17 | Tue | Maha Shivaratri | | |
| 18 | Wed | | | |
| 19 | Thu | | | |
| 20 | Fri | | | |
| 21 | Sat | | | |
| 22 | Sun | | | |
| 23 | Mon | | | |
| 24 | Tue | | | |
| 25 | Wed | | | |
| 26 | Thu | | | |
| 27 | Fri | | | |
| 28 | Sat | | | |

OS ayab gashrow to all

88

No. of working days: 18

| MARCH 2015 | | | | |
|------------|------|---------------------------|--|--|
| DATE | DAYS | PARTICULARS | | |
| 1 | Sun | H | | |
| 2 | Mon | | | |
| 3 | Tue | | | |
| 4 | Wed | | | |
| 5 | Thu | | | |
| 6 | Fri | First Friday | | |
| 7 | Sat | | | |
| 8 | Sun | International Women's Day | | |
| 9 | Mon | | | |
| 10 | Tue | | | |
| 11 | Wed | | | |
| 12 | Thu | | | |
| 13 | Fri | | | |
| 14 | Sat | Second Saturday | | |
| 15 | Sun | Lent Begins | | |
| 16 | Mon | Ash Monday | | |
| 17 | Tue | | | |
| 18 | Wed | | | |
| 19 | Thu | Feast of St. Joseph | | |
| 20 | Fri | | | |
| 21 | Sat | | | |
| 22 | Sun | | | |
| 23 | Mon | | | |
| 24 | Tue | | | |
| 25 | Wed | | | |
| 26 | Thu | | | |
| 27 | Fri | | | |
| 28 | Sat | | | |
| 29 | Sun | Palm Sunday | | |
| 30 | Mon | | | |
| 31 | Tue | | | |

No. of working days: 22

89



| APRIL 2015 | | |
|------------|------|------------------------|
| DATE | DAYS | PARTICULARS |
| 1 | Wed | |
| 2 | Thu | H Maundy Thursday |
| 3 | Fri | H Good Friday |
| 4 | Sat | H Holy Saturday |
| 5 | Sun | H Easter |
| 6 | Mon | |
| 7 | Tue | |
| 8 | Wed | |
| 9 | Thu | |
| 10 | Fri | |
| 11 | Sat | H Second Saturday |
| 12 | Sun | H |
| 13 | Mon | |
| 14 | Tue | H Dr. Ambedkar Jayanti |
| 15 | Wed | H Vishu |
| 16 | Thu | |
| 17 | Fri | |
| 18 | Sat | H |
| 19 | Sun | H |
| 20 | Mon | |
| 21 | Tue | |
| 22 | Wed | |
| 23 | Thu | |
| 24 | Fri | |
| 25 | Sat | H |
| 26 | Sun | H |
| 27 | Mon | |
| 28 | Tue | |
| 29 | Wed | |
| 30 | Thu | |

No. of working days: 20

90



| MAY 2015 | | |
|----------|------|----------------------------------------------|
| DATE | DAYS | PARTICULARS |
| 1 | Fri | H May Day, Feast of St. Joseph, First Friday |
| 2 | Sat | H |
| 3 | Sun | H |
| 5 | Tue | |
| 6 | Wed | |
| 7 | Thu | |
| 8 | Fri | |
| 9 | Sat | H Second Saturday |
| 10 | Sun | H |
| 11 | Mon | |
| 12 | Tue | |
| 13 | Wed | |
| 14 | Thu | |
| 15 | Fri | |
| 16 | Sat | H |
| 17 | Sun | H |
| 18 | Mon | |
| 19 | Tue | |
| 20 | Wed | |
| 21 | Thu | |
| 22 | Fri | |
| 23 | Sat | H |
| 24 | Sun | H |
| 25 | Mon | |
| 26 | Tue | |
| 27 | Wed | |
| 28 | Thu | |
| 29 | Fri | |
| 30 | Sat | H |
| 31 | Sun | H |

No. of working days: 20

91

Annexure VII - Feedback Form

CARMEL COLLEGE, MALA.

Students' overall Evaluation of the programmatic and Teaching

(To be filled only after the course results are declared)

Department :

Course :

Teacher :

Year :

Your responses will be seen only after your course results have been finalised and recorded.

The information will be used only for the improvement of the course and teaching in future.

You need not disclose your name if you do not wish to.

You may tick more than one answer to a question to the extent that they do not contradict each other.

1. The syllabus of each course was

- | | |
|----------------|---------------|
| a) adequate | b) inadequate |
| c) challenging | d) dull |

2. Background for benefiting from the course was

- | | |
|-----------------------|---------------|
| a) more than adequate | b) adequate |
| c) inadequate | d) cannot say |

3. Was the course easy or difficult to understand?

- | | |
|--------------|-------------------|
| a) easy | b) manageable |
| c) difficult | d) very difficult |

4. How much of the syllabus was covered in the class ?

- | | |
|---------------|------------------|
| a) 85 to 100% | b) 70 to 85% |
| c) 55 to 70 % | d) less than 55% |

5. What is your opinion about the library material and facilities for the course ?

- | | |
|-----------------------|--------------|
| a) more than adequate | b) adequate |
| c) inadequate | d) very poor |

6. To what extent were you able to get material for the prescribed readings?

- | | |
|-------------------------|--------------------------|
| a) Easily | b) with some difficulty |
| c) not available at all | d) with great difficulty |

7. How well did the teacher prepare for the classes ?

- | | |
|---------------|-------------------|
| a) thoroughly | b) satisfactorily |
| c) poorly | d) indifferently |

8. How well was the teacher able to communicate ?

- | | |
|------------------------|--------------------------|
| a) Always effective | b) sometimes effective |
| c) Just satisfactorily | d) generally ineffective |

9. How far the teacher encourages student participation in class ?

- a) mostly yes
- b) sometimes
- c) not at all
- d) always

10. If yes, which of the following methods were used ?

- a) encouraged to raise questions
- b) get involved in discussion in class
- c) encourage discussion outside class
- d) did not encourage

11. How helpful was the teacher in advising ?

- a) very helpful
- b) sometimes helpful
- c) not at all helpful
- d) did not advise

12. The teacher's approach can best be described as

- a) Always courteous
- b) sometimes rude
- c) always indifferent
- d) cannot say

13. Internal assessment was

- a) Always fair
- b) sometimes unfair
- c) Usually unfair
- d) sometimes fair

14. What effect do you think the internal assessment will have on your course grade ?

- a) Helps to improve
- b) discouraging
- c) no special effect
- d) sometimes effective

15. How often did the teacher provide feedback on your performance ?

- a) Regularly / in time
- b) with helpful comment
- c) often/late
- d) without any comments

16. Were your assignments discussed with you ?

- a) yes, fully
- b) yes, partly
- c) not discussed at all
- d) sometimes discussed

17. Were you provided with a course contributory lecture too at the beginning ?

- a) yes
- b) no

If yes, was it helpful ?

- a) yes
- b) no

18. If you have other comments to offer on the course and suggestions for the teacher you may do so in the space given below or on a separate sheet.

TEACHER EVALUATION SHEET

Name of the Teacher _____

Class _____

Subject _____

(Rating Scale: Excellent-5; very good-4; good-3; poor-2; very poor-1
Kindly circle the appropriate score)

- | | | | | | |
|-------------------------------------------------------------------------------|---|---|---|---|---|
| 1. Knowledge of the subject | 5 | 4 | 3 | 2 | 1 |
| 2. Explains the materials clearly | 5 | 4 | 3 | 2 | 1 |
| 3. Regularity | 5 | 4 | 3 | 2 | 1 |
| 4. Punctuality | 5 | 4 | 3 | 2 | 1 |
| 5. Ability to maintain discipline and control over the class | 5 | 4 | 3 | 2 | 1 |
| 6. Motivates students to learn | 5 | 4 | 3 | 2 | 1 |
| 7. Personal attention to students | 5 | 4 | 3 | 2 | 1 |
| 8. Approachability | 5 | 4 | 3 | 2 | 1 |
| 9. Availability | 5 | 4 | 3 | 2 | 1 |
| 10. Relationship with students | 5 | 4 | 3 | 2 | 1 |
| 11. Personal knowledge about students | 5 | 4 | 3 | 2 | 1 |
| 12. Shows impartiality | 5 | 4 | 3 | 2 | 1 |
| 13. Sensitive towards the needs of the students | 5 | 4 | 3 | 2 | 1 |
| 14. Special attention to weak students | 5 | 4 | 3 | 2 | 1 |
| 15. Provides ample opportunity for participation of students | 5 | 4 | 3 | 2 | 1 |
| 16. Allows students to express ideas | 5 | 4 | 3 | 2 | 1 |
| 17. Takes feedback from the students | 5 | 4 | 3 | 2 | 1 |
| 18. Gives relevant assignments | 5 | 4 | 3 | 2 | 1 |
| 19. Valuation and return of test papers | 5 | 4 | 3 | 2 | 1 |
| 20. Total impression about the teacher | 5 | 4 | 3 | 2 | 1 |
| 21. Merits you have noted in the teacher | 5 | 4 | 3 | 2 | 1 |
| 22. Suggestions regarding the improvements necessary to better the classes | | | | | |