# Internal Quality Assurance Cell (IQAC)

## Annual Quality Assurance Report( AQAR)

## 2015-2016

**GOVERNMENT COLLEGE MADAPPALLY, VATKARA**
*UNDER GOVERNMENT OF KERALA*
*VATAKARA,KOZHIKODE,KERALA-673102*

# The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

## Part – A

## 1. Details of the Institution

1.1 Name of the Institution

> GOVERNMENT COLLEGE MADAPPALLY

1.2 Address Line 1

> NATIONAL HIGHWAY

Address Line 2

> MADAPPALLY

City/Town

> VATAKARA

State

> KERALA

Pin Code

> 673102

Institution e-mail address

> gcmadappally@gmail.com

Contact Nos.

> 9846885166, 9846135324

Name of the Head of the Institution:

> DR PK MEERA

Tel. No. with STD Code:

> 04962512587

Mobile:

> 9446447595

Name of the IQAC Co-ordinator:

DR PK SUMODAN

Mobile:

9846135324

IQAC e-mail address:

iqacmadappally@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*

KLCOGN10018

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/54/RAR/057 dated 8/1/2011

1.5 Website address:

www.madappallycollege.org

Web-link of the AQAR:

http://madappallycollege.org/wp-content/uploads/2018/10/AQAR_15-16.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 | 1st Cycle | A | 86.25 | 2004 | 5 years |
| 2 | 2nd Cycle | B | 2.52 | 2011 | 5 years |
| 3 | 3rd Cycle | | | | |
| 4 | 4th Cycle | | | | |

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

31/3/2005

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

2015-2016

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

    i.  AQAR __2013-14_____08/10/2018_____ (DD/MM/YYYY)
    ii.  AQAR__2014-15___ _____11/10/2018_____ _____(DD/MM/YYYY)
    iii.  AQAR_____ _____ (DD/MM/YYYY)
    iv.  AQAR_____ _____ (DD/MM/YYYY)

1.10 Institutional Status

University          State [ ✔ ] Central [ ] Deemed [ ] Private [ ]

Affiliated College      Yes [ YES ] No [ ]

Constituent College    Yes [ ] No [ No ]

Autonomous college of UGC  Yes [ ] No [ No ]

Regulatory Agency approved Institution    Yes [ YES ] No [ ]

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

Type of Institution  Co-education [ ✔ ] Men [ ] Women [ ]

                Urban [ ] Rural [ ✔ ] Tribal [ ]

Financial Status  Grant-in-aid [ ] UGC 2(f) [ ✔ ] UGC 12B [ ✔ ]

          Grant-in-aid + Self Financing [ ] Totally Self-financing [ ]

1.11 Type of Faculty/Programme

Arts [ ✔ ] Science [ ✔ ] Commerce [ ✔ ] Law [ ] PEI (Phys Edu) [ ]

TEI (Edu) [ ] Engineering [ ] Health Science [ ] Management [ ]

Others  (Specify) [ . ]

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

| UNIVERSITY OF CALICUT |
| --- |

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

Autonomy by State/Central Govt. / University [　　　]

University with Potential for Excellence [　　　]　　UGC-CPE [　　　]

DST Star Scheme [　　　]　　UGC-CE [　　　]

UGC-Special Assistance Programme [　　　]　　DST-FIST [　　　]

UGC-Innovative PG programmes [　　　]　　Any other (*Specify*) [　　　]

UGC-COP Programmes [　　　]

## 2. IQAC Composition and Activities

2.1 No. of Teachers [ 8 ]

2.2 No. of Administrative/Technical staff [ 1 ]

2.3 No. of students [ 2 ]

2.4 No. of Management representatives [　　　]

2.5 No. of Alumni [ 3 ]

2. 6  No. of any other stakeholder and

   community representatives [　　　]

2.7 No. of Employers/ Industrialists [ 1 ]

2.8  No. of other External Experts [ 1 ]

2.9 Total No. of members [ 16 ]

2.10 No. of IQAC meetings held          6

2.11 No. of meetings with various stakeholders:     No. [ 1 ]   Faculty [ 2 ]

Non-Teaching Staff [ 1 ]   Students [ 1 ]   Alumni [ 1 ]   Others [  ]

2.12 Has IQAC received any funding from UGC during the year?   Yes [  ]   No [ No ]

If yes, mention the amount [  ]

2.13 Seminars and Conferences (only quality related)

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

Total Nos. [ 5 ]   International [  ]   National [ 1 ]   State [  ]   Institution Level [ 4 ]

(ii) Themes [  ]

2.14 Significant Activities and contributions made by IQAC

ICT oriented Education, Environment, Gender Issues

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 |
|---|---|
| Preparation of Academic calendar | IQAC collected the feedback from students, teachers and college alumni on matters connected with teaching and learning |
| Seminar/workshop | IQAC conducted a workshop on usage of electronic equipments |
| Academic facilitation centre | IQAC started a language lab |

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

2.15 Whether the AQAR was placed in statutory body          Yes :  | YES |   No   | |

Management | |          Syndicate | |          Any other body   | YES |

Provide the details of the action taken

| Approved by the College Council |
| --- |
| |

<p style="text-align:center"><strong>Part – B</strong></p>

## Criterion – I

## 1. Curricular Aspects

1.1 Details about Academic Programmes

| Level of the Programme | Number of existing Programmes | Number of programmes added during the year | Number of self-financing programmes | Number of value added / Career Oriented programmes |
|---|---|---|---|---|
| PhD | 3 | | | |
| PG | 7 | | | 1 |
| UG | 10 | | | 1 |
| PG Diploma | | | | |
| Advanced Diploma | | | | |
| Diploma | | | | |
| Certificate | | 1 | | |
| Others | | | | |
| **Total** | 20 | 1 | 0 | 2 |

| Interdisciplinary | . The Syllabi for the Undergraduate courses of the University of Calicut were revised since academic year 2010-11. As per the revised syllabi, the University offers Open Courses in various subjects, giving the students an opportunity to study a course (paper) of their choice. This choice is available in the Vth Semester. Every Department offers open courses which can be selected by students from different streams. Besides this, in this Choice Based Credit Semester System each student at the UG | | |
|---|---|---|---|

| | | | | |
|---|---|---|---|---|
| | level has to take two complementary papers during the first four semesters.. | | | |
| Innovative | . ICT oriented teaching and learning were practiced by entire Departments in the college. Departments in the college are following innovative methods in teaching and learning such as group discussion, web/online video based learning, Seminar presentation, assignment preparation, field trip, study tour etc. The departmental alumni placed in the various institutions of international and national repute are invited to interact with the students. The Knowledge Parks in the college frequently conducts discussions and debates by students, pertaining to various issues, particularly to the topics in the syllabus. The college has got a *Civil Service Club*, which offers coaching programmes to the select students in the various departments. *Harmony,* the musical club actively | | | |

| | functions in the college, conducting various aesthetic programmes, helping the students spend the leisure time positively. | | |
|---|---|---|---|

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

| Pattern | Number of programmes |
|---|---|
| Semester | 17 |
| Trimester | Nil |
| Annual | Nil |

1.3 Feedback from stakeholders*   Alumni   [Y]   Parents   [Y]   Employers   [ ]   Students   [Y]
    *(On all aspects)*

Mode of feedback   :   Online   [Y]   Manual   [Y]   Co-operating schools (for PEI)   [ ]

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

*See annexure 1*

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

. The college is affiliated to the University of Calicut, and is supposed to follow the common Syllabus offered by the university. However, the teachers who are the members of the Boards of Studies of various subjects have the opportunity to design the syllabus and make suggestions during the formation. There are many teachers in our college who are the members of the various Boards of Studies of the University. Further, in order to make the newly admitted students familiar with the syllabi, a bridge course is offered.

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

NO

# Criterion – II

## 2. Teaching, Learning and Evaluation

2.1 Total No. of
permanent faculty

| Total | Asst. Professors | Associate Professors | Professors | Others |
|-------|------------------|----------------------|------------|--------|
| 70    | 62               | 8                    | 0          | 0      |

2.2 No. of permanent faculty with Ph.D.

| 14 |
|----|

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 |
| 15 | 3 | 3 | | | | | | 2 | 0 |

2.4 No. of Guest and Visiting faculty and Temporary faculty

| 7 | | 0 | | 0 |
|---|---|---|---|---|

2.5 Faculty participation in conferences and symposia:

| No. of Faculty | International level | National level | State level |
|----------------|--------------------|----------------|-------------|
| Attended | 9 | 29 | 14 |
| Presented papers | 6 | 14 | 7 |
| Resource Persons | Nil | 3 | 5 |

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

- College offers ICT enabled teaching and learning. In every department at least two classes were converted as smart class rooms and LCD projectors and laptops are available in every class room. College has Wi-Fi and LAN facility in all the departments, library, computer rooms, labs, class rooms and important reading corners.
- College has a well functioning broadcasting system which imparts study classes, speeches, NEWS, examinations schedules, and other information. Students have opportunity to show their talent in music, public speech etc in the public address system of the college.
- Along with conventional teaching, the Departments are promoting innovative teaching like group discussion, interviews, peer teaching, Web/online video based classes on important topics, Knowledge Parks, Seminar presentation, Assignment preparation, Laboratory work, Field trips, study tour, and internship. Besides, classes by former students who have their higher education in reputed institutions of the country are also offered.

- Commerce Department conducted a national Level Management festival Zestaura 2014 to enhance the management skill, communication and personality development.
- Heritage Walk is a learning programme introduced by the Department of History to familiarize the major Historical sites of earlier Kadathanad region (Vatakara, Nadapuram, Kuttiyadi, Koyilandy etc).
  'HISTORY CIRCLE' a new initiative of History Department offers opportunities to the students to participate in the discussions on various topics every day. The circle provides the students the opportunities to come out with their themes and to discuss in the presence of teachers and resource persons.
- Entire science Departments have introduced a programme *Science Parliament* which offers orientation classes on science subjects to LP, UP, High School and Higher Secondary teachers.
- .Department of Physical Education offered Yoga Class, *Kalaripayattu* and summer coaching camp on Base Ball and Soft Ball..
- Department of English offers communicative English class with special emphasis on public speech, group discussion and personality development
- Students were benefitted by *Walk with Scholar* Programme and *Scholar Support* Programme, the new initiatives of Government of Kerala. Additional Skill Acquisition programme of Government of Kerala helps to enhance the soft skill and communication skill of students.

2.7 Total No. of actual teaching days

180

during this academic year

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

As the college affiliated to University of Calicut it adopted common Examination pattern offered by the University. There is Semester wise examination for each programmes conducted by the University of Calicut. University is following conventional method of   providing printed question papers and collection of answer scripts from students. For conducting internal examinations departments following open exam system and online examination along with written examinations and interviews.

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

| 4 | 2 | 1 |
|---|---|---|

2.10 Average percentage of attendance of students

| 92.3 |
|------|

2.11 Course/Programme wise
distribution of pass percentage :

| Title of the Programme | Total no. of students appeared | Division | | | | |
|---|---|---|---|---|---|---|
| | | Distinction % | I % | II % | III  % | Pass % |
| BA  ENGLISH | 27 | ------ | 85 | 7 | ----- | 93 |
| BA ECONOMICS | 47 | 7.14 | 57.14 | 2.38 | 9.5 | 76.19 |
| BA POLITICAL SCIENCE | 50 | ----- | 14 | 51 | 26 | 93 |
| BAHISTORY | 56 | ----- | 28 | 48 | 19 | 95 |
| BSc PHYSICS | 29 | 79 | 10 | 5 | ----- | 94 |
| BSc CHEMISTRY | 30 | --- | 90 | ---- | ----- | 90 |

| | | | | | | |
|---|---|---|---|---|---|---|
| BSc MATHS | 28 | 20.32 | 30.3 | 25.36 | 4.7 | 79 |
| BSc ZOOLOGY | 28 | 20. | 60 | 14 | 6 | 100 |
| BSc BOTANY | 26 | 50 | 38 | - | - | 88 |
| BCom | 60 | 24 | 62 | 10 | ---- | 96 |
| MA ENGLISH | 15 | 0 | 85 | 7 | ---- | 93 |
| MA HISTORY | 13 | 0 | 69 | 15 | ---- | 85 |
| MA POLITICAL SCIENCE | 14 | ----- | 73 | 25 | ---- | 98 |
| MSC PHYSICS | 12 | 0 | 60 | 31 | --- | 91 |
| MSc CHEMISTRY | 13 | ------ | 84 | | ---- | 84 |
| MSc ZOOLOGY | 12 | 83.3 | 16.7 | | --- | 100 |
| MCom | 20 | 16 | 74 | 10 | ----- | 100 |

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

- IQAC monitored every academic and non academic activity in the college.
- IQAC have representatives from every departments, library, office, a student representative, a member from the local society and 3 members from the alumni.
- IQAC prepared the academic calendar corresponding to the academic calendar of University of Calicut.
- IQAC collected the feedback from students, teachers and college alumni on matters connected with teaching and learning.
- Evaluated the examination results of the students and made suggestions for improvement.
- IQAC conducted regular model examination at the end of each semester and made proper evaluation of exam papers.
- IQAC arranged teacher training programmes like MOODLE and special technical classes were conducted on the functioning of electronic equipment.
- IQAC and PTA provided orientation classes to the newly admitted students in the UG Classes.
- *Academic Facilitation Centre* an academic initiative of IQAC familiarize new developments in communication skill and soft skills and to equip the students

with competitive examinations like JRF, NET, GATE, UPSC, PSC, Civil Service etc. Language Lab, Skill Lab and Knowledge Lab are functioning under the Academic Facilitation Centre.

2.13 Initiatives undertaken towards faculty development

| Faculty / Staff Development Programmes | Number of faculty benefitted |
|---|---|
| Refresher courses | 7 |
| UGC – Faculty Improvement Programme | 2 |
| HRD programmes | nil |
| Orientation programmes | 1 |
| Faculty exchange programme | 3 |
| Staff training conducted by the university | 4 |
| Staff training conducted by other institutions | 6 |
| Summer / Winter schools, Workshops, etc. | 7 |
| Others National Seminars | 50 |

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 | 34 | 0 | 0 | 0 |
| Technical Staff | 11 | 0 | 0 | 0 |

# Criterion – III

## 3. Research, Consultancy and Extension

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

- IQAC was involved in all the research activities of teachers and students.
- Regular follow up was done for avoiding the procedural delays related to major and minor research projects, Faculty improvement programmes, conducting of seminars , workshops etc.
- Research Committee of the college and IQAC members conducted regular meetings and monitored research activity in the college.
- An innovation programme of IQAC was the conduct of *research talk* by the faculty members on the area of research. It was attended by teachers, research scholars and selected students.

3.2    Details regarding major projects

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

3.3    Details regarding minor projects

|  | Completed | Ongoing | Sanctioned | Submitted |
|---|---|---|---|---|
| Number | 1 | 4 |  | 2 |
| Outlay in Rs. Lakhs | 295000 | 200000 | 900000 |  |

3.4    Details on research publications

|  | International | National | Others |
|---|---|---|---|
| Peer Review Journals | 7 | 15 | 4 |
| Non-Peer Review Journals | nil | 13 | 6 |
| e-Journals | nil | nil | nil |
| Conference proceedings | nil | 11 | 14 |

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 organisations

| Nature of the Project | Duration Year | Name of the funding Agency | Total grant sanctioned | Received |
|---|---|---|---|---|
| Major projects | | | | |
| Minor Projects | 2 years | UGC | 1604000 | 1085000 |
| Interdisciplinary Projects | | | | |
| Industry sponsored | | | | |
| Projects sponsored by the University/ College | | | | |
| Students research projects *(other than compulsory by the University)* | | | | |
| Any other(Specify) | | | | |
| Total | | | 1604000 | 1085000 |

3.7 No. of books published   i) With ISBN No. [ 3 ]   Chapters in Edited Books [ 8 ]

ii) Without ISBN No. [ 13 ]   [ ]

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) [ --- ]

3.10 Revenue generated through consultancy [ nil ]

3.11 No. of conferences

Organized by the Institution

| Level | International | National | State | University | College |
|---|---|---|---|---|---|
| Number | 0 | 6 | 2 | 1 | 4 |
| Sponsoring agencies | | Directorate . of Collegiate Education | | | Alumni Associatiion |

3.12 No. of faculty served as experts, chairpersons or resource persons  16    5

3.13 No. of collaborations    International  1   National     Any other  4

- College Have collaboration with Uralungal Labour Contract Co Operative Society(ULCCS), Vatakara
- Various departments have collaborations with educational foundations and research institutes.
- Department of History have collaboration with Malabar Institute of Research and Development Vatakara .Students are using the library facility of the institute for the preparation of projects and dissertations. Institute conducted seminars and workshops.
- Department of Physics have collaboration with International School of Photonics, CUSAT, Regional Planetarium, Kozhikode and Department of Computer Science, Calicut University.

3.14 No. of linkages created during this year  -

3.15 Total budget for research for current year in lakhs :

From Funding agency   1604000    From Management of University/College   -----

Total   1604000

3.16 No. of patents received this year

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

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

| Total | International | National | State | University | Dist | College |
|-------|--------------|----------|-------|------------|------|---------|
| 0     | 0            | 1        | 0     | 0          | 0    | 0       |

- Mr.Bijesh A.R,  of Department of History achieved National Internship under FLAIR programme of  Government of Kerala and did internship @ IIT Guwahati.

3.18 No. of faculty from the Institution
who are Ph. D. Guides

2

and students registered under them

1

3.19 No. of Ph.D. awarded by faculty from the Institution

1

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF  3      SRF  0      Project Fellows  0      Any other  10

3.21 No. of students Participated in NSS events:

University level  28      State level  11

National level      International lev  3

3.22 No.  of students participated in NCC events:

University level  27      State level  18

National level  9      International level  nil

3.23 No.  of Awards won in NSS:

University level  nil      State level  nil

National level      International level  nil      nil

3.24 No. of Awards won in NCC:

University level  2   State level  1

National level  1   International level  ---

3.25 No. of Extension activities organized

University forum  2   College forum  5

NCC  2   NSS  2   Any other  

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

- Training on accounting was provided by Department of Commerce to the Merchants of Onchiyam Panchayath.

- History Department conducted a two day workshop *Human Say* 2016 at Vatakara that provided classes to Higher Secondary students in writing local History.

- Blood donation programme was conducted by College Union. It also conducted *Sharing the Meal* programme at Thanal (centre for orphans )Vatakara

- Road Safety Club volunteers extended their assistance to police officials to reduce traffic block in NH Vatakara and conducted orientation programmes and quiz programme on safety measures were conducted.

- Table tennis training was given to boys of Government HSS Madappally by physical Education Department. Summer coaching camps for softball and baseball (men& women) was organised by the college and the respective associations.

- Natural Club in the college conducted environmental protection campaign and organised Green Festival in the campus involving environmental activists, scientists and officials. College is maintaining a Botanical garden with large variety of plants.

- Technical support, ground and equipment were given to Chombala Sub Districts School Sports and Athletic Meet and *Kerlavolsavam* by Department of Physical Education.

- Local clubs football practice and inter club football tournaments were organised with the help of the department of Physical education.

# 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 | 27 acre | | | |
| Class rooms | 40 | nil | Directorate of Collegiate Education and RUSA | 40 |
| Laboratories | 9 | 4 | Government of Kerala , UGC and RUSA | 13 |
| Seminar Halls | | 4 | Government of Kerala , UGC and RUSA | 4 |
| No. of important equipments purchased ($\geq$ 1-0 lakh) during the current year. | 19 | 6 | Government of Kerala , UGC and RUSA | 25 |
| Value of the equipment purchased during the year (Rs. in Lakhs) | 1102441 | 415000 | | 1517441 |
| Others | | | | |

4.2 Computerization of administration and library

- Central Library of the college have 51896 books and forty five journals.
- Electronic Journals Access to more than 2000 electronic journals and 70000 e-books were provided to staff and students under NLIST programme.
- Online catalogue in the library can be accessed from anywhere in the world.
- Students and teachers were given individual password to get access to the NLIST so that reading facility is available at any time.
- Open Access Acquisitions.
- Wi- Fi enabled and Air conditioned Reading Room
- Library is connected to LAN and High speed Internet Facility
- Access to software like ,SPSS and TALLY,LATEX,JAWS, and WINGS
- Department of Malayalam has a community library which provides books and study materials to students, teachers and non teaching staff. It is functioning like a walking library.

4.3 Library services:

|  | Existing | | Newly added | | Total | |
|---|---|---|---|---|---|---|
|  | No. | Value | No. | Value | No. | Value |
| Text Books | 2498 | 94942 | 1474 | 581276 | 3972 | 676218 |
| Reference Books | 38104 | 14892640 | 9820 | 3044200 | 47924 | 151966840 |
| e-Books | 690 |  |  |  |  |  |
| Journals | 33 | 30360 | 2 | 1600 | 35 |  |
| e-Journals | 2000 | --- | ---- |  |  |  |
| Digital Database |  | -- | ---- |  |  |  |
| CD & Video | 55 | --- | ---- |  |  |  |
| Others (specify) |  |  |  |  |  |  |

4.4 Technology up gradation (overall)

|  | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Depart-ments | Others |
|---|---|---|---|---|---|---|---|---|
| Existing | 60 | 5 | 40 | 1 | 0 | 0 | 0 |  |
| Added | 11 | --- | 5 |  | 0 | 0 | 0 |  |
| Total | 71 | 5 | 45 | 1 | 0 | 0 | 0 |  |

4.5 Computer, Internet access, training to teachers and students and any other programme for technology

- College has well equipped computer labs through which training on MS word, Excel, etc are given to the newly admitted students in UG and PG classes.
- Spoken Tutorial System offered online certificate courses to the registred students in the college..
- Additional Skill Acquisition programme sponsored by Government of Kerala is imparting IT oriented education to selected students.
- Computer Club in the college provides short term training to the students in Accounting, Video making, animation etc. Club extended its help in the repair of computers and other electronic equipments.
- The campus is connected through LAN and high speed internet is available
- Class Rooms, Library, Departments, Computer Labs and important reading corners are Wi Fi connected.
- Kerala Government has introduced SPARK Software for disbursing of salaries to teaching and non teaching staff.
- Biometric Punching system was introduced to mark the attendance of teaching and non-teaching staff.
- Availability of software like TALLY,WINGS, JAWS and SPSS
- The college provides the reading software JAWS for the visually challenged to ease their learning difficulty.
- Many departments in the college have got rare collections of e books which are being fruitfully and productively utilised by both students and teachers.

4.6  Amount spent on maintenance in lakhs :

| i) ICT | 393200 |
|---|---|
| ii) Campus Infrastructure and facilities | 220000 |
| iii) Equipments | 143200 |
| iv) Others | |
| **Total** | 558400 |

# Criterion – V
## 5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Post Admission Test for newly admitted students for UG and PG courses was conducted for identifying slow, average and high learners.
- Effective Tutorial Classes which help to identify the potentialities and shortcoming of students and to bring the academically weak students to the mainstream.
- One day special orientation class was conducted for newly admitted students in the UG Classes, providing orientation on Course structure, services of discipline committee, anti ragging committee, career planning, different clubs in the college, internal and external examination system, NSS, NCC etc
- Students were informed of scholarships and financial assistance from government and non governmental agencies.
- IQAC with the support of Scholar Support Programme, a new initiative of Kerala Government offered remedial teaching to the weaker students.
- Walk with Scholar Programme provided special training in personality development, soft skill development and communication.
- IQAC conducted midterm internal examinations to all UG students at the end of each semester.
- In collaboration with PTA it offered awards and financial assistance to the students.

5.2 Efforts made by the institution for tracking the progression

- Conducted meetings of Class PTA's at the end of semester classes for evaluating the achievements and drawbacks of students in academic matters.
- Results of Public examination were discussed by the College Council and remedial measures were taken.
- Advanced Coaching to High learners through WWS and Civil Service Club in the College functioned very effectively.
- Tutorial system helped to identify the problems, requirements and special talents of students and special coaching were given to slow learners. Tutorial books were given to the students to refer their talents. 10 to 30 students were allotted to a tutor who acted as mentor in academic and non academic activities of students. Tutorial classes were conducted every day between 3.30 to 4.30 PM
- Feedback from Alumni, students and parents at the end of the semester and after the completion of course were collected for evaluation.
- Alumni meetings were convened to identify the status of students who pursued higher studies and got employment

5.3 (a) Total Number of students

|  | UG | PG | Ph. D. | Others |
|---|---|---|---|---|
|  | 1317 | 201 | 4 |  |

(b) No. of students outside the state

| 6 |
|---|

(c) No. of international students

NIL

Men                                                                women

| No | % | No | % |
|---|---|---|---|
| 542 | 35.70 | 976 | 64.29 |

| Last Year | | | | | | This Year | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| 758 | 226 | 79 | 408 | 51 | 1522 | 756 | 225 | 77 | 408 | 52 | 1518 |

Demand ratio                Dropout %        3.9

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

- Career Guidance and Counselling Cell arranged coaching classes for competitive examinations conducted by Kerala PSC, Banking Service Recruitment Agencies, etc.
- Department of History and Commerce  and English and Political Science conducted ten days  Coaching classes for JRF/NET  examination
- Science Departments offered special training in higher education in  thorough the evening classes, tutorials and model tests. Through these training sections the students acquired expertise to qualify different national level entrance tests for M Sc and PhD.
- Department of English offered special training in Communicative English to cope the students with the demands of highly competitive world.

No. of students beneficiaries

| 39 |

5.5 No. of students qualified in these examinations

NET  | 8 |  SET/SLET  GATE  | 1 |  CAT  | | | |

IAS/IPS etc  | |  State PSC  | 6 | UPSC  | 3 |  Others  | 6 |

5.6 Details of student counselling and career guidance

- Career Guidance and Counselling Cell in the college along with Entrepreneurship Development Club conducted Orientation programmes, Seminars, business meetings etc for creating awareness among the students for opportunities and current market demands.
- Special One day job oriented orientation class was given to the newly admitted students in the UG Classes.

- ED club conducted a one day work shop on entrepreneurship development.
- Counselling Cell and Students Grievance Redressal Cell provided personal attention and assistance to the needy students.
- Tutorial system offered the service of every faculty member in academic and personal counselling. The issues of students were reported to the principal and the matter was taken up by the college council and remedial measures were taken.
- College Union, NCC, NSS, Fine Arts Club, Nature Club etc provided assistance to students in curricular and extracurricular activities
- Special training was arranged in the campus to help the students get recruitment in the Army and the Police forces by Department of Physical Education and NCC.

No. of students benefitted

41

5.7 Details of campus placement

| On campus | | | Off Campus |
|---|---|---|---|
| Number of Organizations Visited | Number of Students Participated | Number of Students Placed | Number of Students Placed |
| 2 | 20 | 2 | |

5.8 Details of gender sensitization programmes

- Various programmes were arranged by the Women Cell of the College for attending the issues of girl students in the college.
- An orientation class was provided by K Ajitha, the women activist on gender issues.
- Women day celebration was inaugurated Sister Jesmy a women activist.

5.9 Students Activities

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

State/ University level   | 11 |   National level   | 8 |   International level   | nil |

No. of students participated in cultural events

State/ University level   | 8 |   National level   | nil |   International level   | nil |

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

Sports : State/ University level   | 58 |   National level   | 2 |   International level   | Nil |

Cultural: State/ University level   | 4 |   National level   | Nil |   International level   | Nil |

5.10 Scholarships and Financial Support

|  | Number of students | Amount |
|---|---|---|
| Financial support from institution | 56 |  |
| Financial support from government | 51 |  |
| Financial support from other sources | 14 |  |
| Number of students who received International/ National recognitions |  |  |

5.11    Student organised / initiatives

Fairs    : State/ University level   | 5 |   National level   | nil |   International level   | nil |

Exhibition: State/ University level   | 2 |   National level   | nil |   International level   | nil |

5.12    No. of social initiatives undertaken by the students

| 3 |

- Donated blood to the lots of patients in the Government Hospital Vatakara and Government Medical Collage Calicut.

- Social and Economic survey (PHASE III) was conducted by NSS volunteers in the Ward II of Onchiyam Grama Panchayath, Vatakara.
- Environmental sensitisation programmes like Green Festival, one day residential camp by Nature Club were organised.
- Students visited *the* old age homes *Ashabhavan* Koyilndy and *Thanal* Vatakara.
- Student volunteers regularly visited the inmates in the two old age homes mentioned above, interacting with them and giving them comforting care. As part of reassuring and cheering them up, cultural programmes were performed.

5.13 Major grievances of students (if any) redressed: __No major grievances noticed _____

- Grievance Redressal Cell of the college was functioning as per the rules and regulations of Government of Kerala.
- Students had the opportunity to present their grievances to the cell. The common grievances of the student community like interruption of water supply and girls' recreation/ menstrual related issues could be solved to their satisfaction with the help of PTA and other agencies
- Examination related grievances were solved by a body consisted of chief superintendent of Examination and faculties.
- Complaint boxes were installed at important places of the college where students could put their complaints

## Criterion – VI

## 6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Our Vision: A better tomorrow for the youth irrespective of caste, creed or class and thereby for our state and nation

Our mission: To inculcate in the students the finest practices of scholarship and citizenship

6.2 Does the Institution has a management Information System

- The College has an effective management system that consists of Principal, Vice Principal, College Council, Discipline Committee and Anti Ragging Committee.
- There is much transparency in the admission of students and utilization of funds allocated to the college. There is online open window system introduced by university for the admission of students.
- The college has a public address system through which every information regarding to academic matters, examinations, special programmes etc are communicated to the students.
- College office is fully computerized and information related to the fee collection, scholarships, fund distribution is made available at any time.
- Anti Ragging Committee and Discipline Committee of the college make day to day monitoring of classes, student activities and the programmes conducted in the campus by the student associations.
- College Council regularly meet to discuss academic matters, fund allocation, student grievances, examination result analysis etc.
- The salary payment system of the staff is governed by the Government of Kerala software SPARK.
- All relevant information about the college is published on the college website for reference.
- Online and written communication regarding official matters, instructions by university, exam/ valuation related issues etc. are given to the faculty members.
- All the departments conduct weekly faculty meeting for looking into the completion of the syllabus, analysing the curricular/extra curricular progress of the students and chalking out plans to improve their academic development.
- Along with Public Examination midterm internal examinations were conducted with the assistance of PTA.

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

### 6.3.1 Curriculum Development

- College is affiliated to the University of Calicut and there is a common syllabus applied to all colleges under it.
- Faculties are acting as the members of Board of Studies of the University and they are involving in the process of updating the syllabus.
- Special orientation class was conducted for fifth semester UG students for the selection of Open Courses.
- Along with Open Courses, Department of Commerce, History and Physical Education conducted Certificate Courses in Computerised Accounting, Archaeology and Yoga respectively. .
- The Language Lab, Skill Lab and Knowledge Lab under Academic Facilitation Centre in the college provided special training in communication, soft skill development and coaching for competitive examinations.
- Walk with Scholar Programme, Scholar Support Programme and Additional Skill Acquisition programme, the new initiatives of Government of Kerala, helped the students to get extra learning and skill acquisition along with regular teaching and learning.

### 6.3.2 Teaching and Learning

- Along with conventional methods of teaching and learning, the college follows ICT oriented teaching
- All the class rooms and department have internet connectivity.
- College has a multimedia room and EDUSAT room.
- At least two class rooms in each departments are maintained as smart class rooms and in others, LCD and laptop are available.
- Public address network has connectivity every class rooms and important points of the campus.
- Certificate and Value Added Courses were offered by various Departments in the college.
- Reading software and sound recorder are available in language lab and library for the visually and physically challenged students.
- In tutorial system provided, students have the opportunity to present research papers and project reports; it enhances communication skills, public speaking, debates, etiquette, interview skills etc.
- Innovative teaching practices like group discussion, seminar presentation, study parks, classes by the alumni who peruse their study in reputed institutions, field trip, study tour, web/online based classes on important topics etc.

### 6.3.3 Examination and Evaluation

- There is public examination at the end of each semester conducted by the University.
- Along with this class, tests were conducted by the concerned departments. IQAC and PTA conducted midterm internal examination before the commencement of public examination
- Along with written examinations, seminars and assignments are given to the students for the evaluation of their academic status.
- Department wise PTA meeting are conducted regularly s and the progress of the students is discussed with the parents.

### 6.3.4 Research and Development

- IQAC and Research committee of the college are monitoring the research works of faculties and students.
- Physics and Zoology Departments were approved as the research centres of Calicut University.
- Four faculty members were doing PhD under FDP
- Two faculty members were doing Minor Research Project
- Students were encouraged to do project work
- *Research Talk,* the programme initiated by the IQAC provided opportunity to research scholars and faculties to present their research papers in the week end meetings attended by all faculty members. IQAC also organised Invited lectures

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

- College has a well equipped central library which offers books, journals and internet facilities to teachers and students.
- The Library has separate sections for books, competitive examinations, reference books, journals and e- reading.
- The central library has 51896 books, 35 journals and access to 2000 journals and 70000 books through NLIST programme of INFLIBNET .
- Library provides an open catalogue system which can accessed from anywhere in the world.
- Open Access system facilitates easy search of books and journals
- Library provides software like TALLY, JAWS and SPSS.
- Recording system and reading software JAWS are available for the physically and visually challenged students.
- Library is fully computerised, connected through LAN, and Wi-Fi is available.
- Separate passwords were given to the students and teachers to get access to NLIST.
- The Library Committee monitored the functioning of the library and its working hours, library usage and library resources.
- Along with the facilities in the Central Library, the departments are maintaining individual libraries for the use of faculty and students.

### 6.3.6 Human Resource Management

- Teachers are selected merit-wise by Kerala Public Service Commission
- After the completion of one year in service teachers have to attend orientation and refresher courses.
- FLAIR programme of government of Kerala provides funds for internships in reputed institutions in India and abroad for teachers.
- Cluster of college system provides opportunity for the exchange of faculties.
- Faculty Development programme allows the teachers to complete the research work with the financial assistance of UGC.
- College provides the teachers and non teaching staff the assistance to attend seminars, workshops and training programmes conducted by government of Kerala and other non governmental agencies.

### 6.3.7 Faculty and Staff recruitment

- . The teachers and Clerical staff, Lab Assistants and other office staff are recruited by Public Service Commission of Kerala.
- For teaching post there is a written examination followed by interview.
- When vacancy is reported it is temporarily filled by the appointment of guest faculties.
- When a teacher is selected for FDP scheme for the completion of research their vacancy is filled with adhoc faculties.
- Staff Club of the college provided space for get together of teachers and non teaching staff and various programmes were arranged.
-

6.3.8   Industry Interaction / Collaboration

- . The Entrepreneur Development Club in the college conducted various programmes; it has got linkages with District Industrial Centres and Business firms.
- One Day work shop was held for promoting the entrepreneur skill of the students with the assistance of District Industrial Centre.
- College in collaboration with Uralungal Labour Contract Society   provided financial assistance to different activities in the College.
- Career Guidance and Counselling Cell conducted job fairs which were benefitted by 2 students.

6.3.9   Admission of Students

- Admission of students to various programmes was done through the online admission process of the affiliating University.
- University strictly follows the reservation rules, grace mark for students Involvement in NCC and NSS and CSS
- College has an Admission Committee that consisted of Principal, Vice Principal, Convenor , Senior Superintend and Heads of the Departments.
-

6.4 Welfare schemes for

| Teaching | Welfare schemes like Health Insurance, Accident Claim, Provident Fund ,Housing Loan etc by Government of Kerala |
|---|---|
| Non teaching | Welfare schemes like Health Insurance, Accident Claim,  Housing ,Provident Fund etc by Government of Kerala |
| Students | Students Aid Fund  and other Scholarships offered by Central and state governments |

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done          Yes  | YES |   No | |

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

| Audit Type | External | | Internal | |
|---|---|---|---|---|
| | Yes/No | Agency | Yes/No | Authority |
| Academic | YES | Directorate of Collegiate Education | YES | College Council |
| Administrative | | | | |

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

For UG Programmes          Yes  | YES |  No | No |

For PG Programmes          Yes  | YES |  No | No |

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

- University introduced false number system for ensuring transparency in the evaluation of the answer scripts.
- Examination dates are announced at least one month before its commencement in the University website and through the written communication to the college.
- Special squad was constituted to avoid malpractices in the examination.

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

- Affiliated colleges are strictly following the rules and regulations of the university.
- Colleges have the freedom to design their academic calendar, conduct of internal examinations etc .

6.11 Activities and support from the Alumni Association

- College had a registered Alumni which was actively supporting the Academic and non-academic activities.
- It contributed financial assistance to various activities of the college.
- Along with General Alumni Association, all the departments have their own alumni associations.
- MACOS, the alumni of Graduates in Mathematics, institutes scholarships to students every year.
- Scholarships and awards were given to the top scorers by Commerce Alumni Association of Madappally (CAAM). Alumni members visited the departments and provided details on Job opportunities.
- The Alumni who were doing research in different fields of Physics visited the department and interacts with present students.
- The History Alumni Association provided scholarships and financial Assistance to top scorers in BA and MA classes.

6.12 Activities and support from the Parent – Teacher Association

- The PTA provided financial assistance to various activities and projects of the college.
- The PTA of the college consisted of principal and five members each from the parents and the teachers.
- The PTA arranged a function to welcome the first year UG students and their parents on the day of commencement of the first year classes.
- Class PTA meetings helped to maintain good rapport with parents to collect their feedback on overall performance of the college.
- The PTA provided financial assistance to the repair of class rooms and laboratories. Immediate requirements of the departments were met by the financial assistance of the PTA.
- The PTA arranged merit morning function every year which provided awards and financial assistance to the meritorious students.

6.13 Development programmes for support staff

- . Faculty Development  Programme for teachers to complete their research project
- Technical Assistance to get Major and Minor Research projects
- Assistance to conduct seminars and workshops
- Better communication between the office and faculties with matters related to appointment, fund transaction, bill settlement, fund allocation etc

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

- Attempt to reduce the use of papers by facilitating online communication system
- Well preserved botanical garden
- Use of non conventional energy sources like solar.
- Proper waste management system
- Encouraging the use of environmentally friendly products

# 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.

- College was shifted to the use of LCD lights in place of CFL
- Study parks in the college was named as APJ Park and MG Park
- *Friday Market* in the college was opened by NSS volunteers to sell the vegetables produced by the unit through organic farming.
- Talk on  Research – Talk by staff members on their Ph.D. work motivated the students towards research
- Commerce Department organised  national level management fest, ZESTAURA 2016, which conducted various programmes like Business Meet, Talent Hunt, Quiz Programme, Interactive sessions, Personality Development Programmes, Group Discussions, Mock Interviews etc. In order to equip the students with the necessary skills to meet the challenges of the competitive world.

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

- One day Orientation class was given to newly admitted students in UG Classes
- Model examinations were conducted at the end of semester classes.
- National and state level seminars were conducted by various departments.
- Feed back of Parents and students were collected on overall performance of college in teaching and learning activities.
- Awards and incentives were given to meritorious students in UG and PG classes.
- Women amenities centre was renovated
- Toilets were renovated with the financial assistance of PTA

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

1. Making the Institution as a Knowledge Hub
2. One Batch Ten Plants: Making Green Umbrellas to My Campus

*Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

See the annexure i

7.4 Contribution to environmental awareness / protection

- New plant was constructed for waste disposal
- Environmental audit was conducted by the Department of Botany.
- Botany Department of the college has an incubation centre where new saplings were cultivated.
- College was declared as a litter free campus in function inaugurated by Prof Shobeendran, famous environmentalist of Kerala.

7.5 Whether environmental audit was conducted?     Yes [Yes] No [ ]

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

**STRENGTH**

- Established in 1958, Government College Madappally is one of the first institutions of higher education started by the Govt. of Kerala. Located in a rural area the institution boasts a proud tradition of exemplary alumni and functions as a centre of knowledge for the community.
- In 2011 when the NAAC accredited Government College Madappally in the first cycle it became one among the few colleges under the Government of Kerala to have been awarded the A Grade.

- A major highlight of the college is the diverse Botanical garden with more than a hundred varieties of plants.
- The Wide Campus
- The college has a proud legacy of meritorious alumni such as Shri Mullappally Ramachadran, former Minister of State, Home Affairs, Shri Richard Hay, MP Rajya Sabha, Shri Rajan Gurukkal, Vice-Chairman, Higher Education Council of Kerala, Kendra Sahitya Academy awardee Shri Punathil Kunjabdulla.
- The academic criterion for getting admission to Govt. College Madappally has always been high.
- The academic vigour of the students and the faculty members in the college and the friendly atmosphere generally prevalent in the college has ensured that more female students opt for their studies in Government College Madappally.
- The students have been topping the University Rank Lists for several years now.
- The rich tradition of academic legacy is sacredly guarded by the highly experienced and efficient teaching faculty. The teachers have been engaged in various minor research projects and have been consistently interacting with

various institutions involved in research. The positive approach of the teaching faculty towards innovative research endeavours ensures that the students are consistently motivated to pursue new frontiers in their areas of interest.

- The Central Library of the college functions as a cornucopia of knowledge having 31496 books and forty five journals. The students have access to more than 2000 electronic journals and 70000 e-books which are provided to staff and students under the NLIST programme which can be accessed from anywhere in the world.
- The PTA in the college is very active and no effort is spared to ensure the continuous participation of the parents in the academic growth of the students. The strong involvement of the PTA in the academic and non-academic matters has benefitted the college in developing its resources at grass-root level.
- The scholarships and grants offered by the Central and State Govts and the PTA are systematically awarded to the students.

## WEAKNESS

- One are of major concern the college faces is the damage caused over the years. The buildings initially constructed are almost 58 years old and needs renovation.
- The regular transfer of the teaching faculty is a major factor in the incompletion of certain projects.
- The college follows the schedule given by the University of Calicut in the conduct and completion of examinations which often gets delayed by unforeseen circumstances affecting the University.
- Even though the students take up the research activities for their dissertation and project work which are part of their syllabus, they lack the exposure in taking up research projects in other institutions.
- The college has not developed a rain water harvesting system.

## OPPORTUNITIES

- The college can better the utilization of the alumni in providing short term projects and research orientation programmes for the current students on the college in various institutions.
- We have alumni working in various parts of the world which can be utilized in a better manner in securing job opportunities and educational programmes for the students.
- The college can function as an incubation centre to extend its activities to the society by providing training in professional skills to the locality members. The college can start a certificate course in communications skills for people who wish to get jobs abroad. The college can also provide training for Kudumbhashree members in basic business and commercial transactions. Training can be given to

small scale projects like making paper bags, soap manufacturing, mushroom cultivation and conduct food adulteration awareness campaigns.

- A publication division with the support of various Governmental financial agencies can be started.

**THREATS**

- The implementation of the semester system has caused undue burden on the student community as well as teaching faculty.
- The technical and administrative delays in implementing various projects in a constant issue faced by the college.

8.**Plans of institution for next year**

Construction of   new apartments for faculties and staff

Renovation of Academic  Block I

*Name*   **DR.PK. SUMODAN**                    *Name*   **DR. PK. MEERA**

_____                    _____

*Signature of the Coordinator, IQAC*              *Signature of the Chairperson, IQAC*

_____***_____

IQAC of the College have prepared a Questionnaire to collect the feedback of students , parents, alumni and employers at the institutional level.   Feedback system  in the college have three levels.

- At parent level, at the of each semester there conducted class PTA meetings and discussed the academic performance of students. Attendance report and internal marks of students were collected in a prescribed format and gave  details to the parents. Class PTA meetings  helped us to collect feedback from parents and to make improvements in teaching learning process. Annual PTA meeting held at the month of March made discussion on the performance of students, infrastructural facilities of the College, Common grievances of the studentsetc.

-  The Alumni of the college is very active in academic and non academic matters and meetings were  organized regularly. Along with College Alumni every departments have its own alumni's which played as a corrective force in teaching and learning process.

- There is a provision to collect the feedback of teaching and non teaching staff on overall performance of the college. Their feedback was collected in a prescribed format at the end of every academic year.

- Students have opportunity to assess the performance of teachers and non teaching staff. There is an online software to collect the feedback of students. After getting the feedback from students,   decision  in this regard was taken by the college Council and remedial measures were taken. Feedback provided by the students were analysed and discussed by Departments and College Council.

Suggestions by the parents

- Online attendance system should be introduced
- Special college bus to be provided to get access to the students from remote areas
- Special coaching for competitive examinations to the students should be strengthened

Suggestions by the students

- Present curriculum should be revised to include more value added courses
- Functioning of Civil Service club to be improved by setting an off campus of Civil Service Academy of Kerala in the campus
- Functioning of online access system in the library and NLIST facilities to be widened to include more students.

**ANNEXURE II**

## 7.3 **Best Practice I**
## Title: Making the Institution as a Knowledge Hub

Key words: Specialised monitoring, Association of transferred and retired teachers, Interaction with society through Science Parliament, Managerial Practices and training in martial art.

## Objectives

An educational hub based on the philosophy that education is not something that limits to a college campus, but extends over to life and people outside. The hub is developed by encompassing the whole college into a single unit and visualises academic space as fluid.

## The Context

Government College Madappally located in Madappally Hill of Onchiyam Panchayath is a sought after destination for students from all parts of the state including the remotest rural areas. The college is a major centre of higher education coming under the jurisdiction of the University of Calicut. The hectic class room activities and frequent examinations dictated by the semester system has curtailed the time students get to engage in extra reading and soft skill development. At the same time developing their communication skills and knowledge proficiency in order to cope with the challenges offered by a highly competitive world, also became a necessity. In order to equip the students with the necessary skills demanded by their respective chosen fields of endeavour the staff council of the college began a partnership with various educational experts. The initiative was planned and implemented through short training sessions, each one catering to developing a specific skill set. This included classes on communicative English, Soft skill Development, Experimental science, Event Management and Accounting, Video making, Graphic designing and Martial Arts. The different Arts departments of the college prepare the students with extra knowledge which, in turn, prepares them for holistic education and also equips them to appear for different competitive examinations. Specialized individual training is given to students interested in higher studies and research. Special focus is on enabling them to develop research ideas and pursue it. Classes are given to align and co-ordinate the research acumen of the students. The programme was conceived and executed in such a way that it integrates the best principles of the "Scholar Supportive Programme," "Walk with Scholar Programme" of Higher Education Council of Kerala and the ASAP initiative of the Govt. Of Kerala. An alliance was made with the Uralungal Education Foundation. The foundation is a novel venture of international standard started by the Uralungal Labour Contract Society which is situated just two kilometres from the College. The

programme was designed in such a manner that professional training in the above mentioned areas will be imparted to meritorious students in each class. The students who are trained in the specific area of interest will coordinate with the faculty members in disseminating the knowledge and function as creative centres in all activities of the college. Subsequently they serve as helping hands in the conduction of various events and programmes for the community members.

**The Practice**

The proposed Best Practice is an attempt to integrate research and practice in education with curriculum teaching. The two tier mechanism of the hub is divided into activities within the premises of the campus and Vatakara Taluk.

The first tier, that is, activities inside the campus is aimed at developing an extra edge for the students. The whole programme runs on the basis of an independent curriculum developed by a team of teachers. A module of 30 hrs is designed for each programme as stated below.

- o Inter-disciplinary and intra-disciplinary lecture series
- o Specialised mentoring for the five students from each department.

The second tier consists of the extension activities in association with local bodies and other institutions. The **Science Parliament** run by the college is a successful programme under this initiative. The programme offers regular training in scientific experiments and new technology to the science students in the college and nearby schools. It also offers orientation classes on science subjects for the teachers engaging LP, UP, High School and Higher Secondary. The students also share their resources and training with agricultural bodies, *Kudumbhashri* and animal husbandry.

The hub integrates and extends its reach to facilitate the various new initiatives of the higher education council. The aim of this hub is to function as a nodal point and expand its scope further to every Government College affiliated to the University of Calicut. The extension of the educational hub is best suited to the functioning of the Government Colleges, where faculties are regularly shifted through transfers. The teachers who are transferred and have taken retirement from the college make regular visits and interact with the students. Developed to its full potential, the programme is envisioned to expand into a Pan-Kerala initiative with Government College Madappally as the Centre.

**Evidence of Success**

The students trained through the scheme have significantly improved their skills in the chosen arena. The proof is seen through their performance in various activities of the college. Their training has rubbed off on their college mates who have pooled in their resources to venture out into the society intervening where their expertise is required.

For instance the students who were trained in 'Event Management & Accounting' conducted the ZESTAURA management fest this year.

The students trained in "Experimental Science", "Event Management & Accounting" coordinated the conduction of the Science Parliament this year.

The people who are moving abroad especially to Gulf countries are being trained by our students in Communicative English and Business English.

The students trained in "Communicative English and Soft skills" have been engaging the students in the nearby schools in teaching them English through songs and games. We have received great reports regarding the interest shown by the students in learning English the fun way.

**Problems Encountered and Resources Required**

This innovative plan has been widely accepted and appreciated by both the student community and the people in and around the locality. It is only natural that an initiative of this magnitude and potential face certain challenges. One issue has been the vagaries in the examination schedule which forces us to alter the schedule of the programmes accordingly. Being a Govt. College, the financial restraints on unleashing the full potential of various events is something which needs to be sorted out.

**BEST PRACTICE II**

**ONE BATCH TEN PLANTS: MAKING GREEN UMBRELLAS FOR MY CAMPUS**

**Context.**

The college has a green campus with more than two hundred variety of trees, a medicinal garden and a Botanical Park. Fifty six years ago the college began functioning on the Machinary hill, which was basically a barren land. When the imagination and the energy of the students joined forces with the experience and wisdom of the teachers, the barren land started to transform and Machinary became Green. The awareness of the magnitude of the task at hand which could be accomplished only through a collective and consistent effort resulted in the formation of the nature club and the Student's Forestry Club. They put in hard hours with the sole aim of planting as many saplings of trees and shrubs as they can to turn the campus into a natural garden. A variety of flowering trees and ornamental shrubs now adorns the once desolate landscape. This was made possible by the unbridled enthusiasm and tireless efforts of a small group of students and teachers. There is a well preserved medicinal garden in the campus maintained by the Nature club

and the Botany Department of the College. The Department conducted a green audit of the campus and arranged regular awareness programmes. Initiatives of the Nature Club of the College such as the *Green Festival*, *Moon light Walk* and *Green Madappally Clean Madappally* etc. were welcomed with great applause by the student community and the people of Madappally. However with time the hectic academic activities and the exam schedule dampened the enthusiasm of the students from co-curricular activities and the implementation of protective measures to enrich the environment. The College had to ensure that the tremendous effort made by the former teachers and students to protect the natural surroundings did not fade of into oblivion. The current programme was hence launched when there was heavy downpour in the rainy season and many trees were uprooted.

The Nature Club of the college launched the mission to make the campus plastic free and prepared a detailed plan to preserve and maintain the vegetation in the campus. There are 25 student members in this club. Every year, students willingly come forward to partake in the activities of the club. Planting, weeding, manuring and watering are done by the members at the right time in the right spirit. The social forestry department has provided the club with a variety of rare plants. A series of seminars and orientation classes along with field visits were conducted to create awareness among the students. Five Days Green festival was conducted at the beginning of June. The programmes were attended by teachers, students, scientists and environmental activists from all parts of the state. It was arranged as a residential programme and included seminars, discussions, debates and documentary on environment related topics. Entire campus was cleaned and regular follow up was made with the support of NSS volunteers, NCC Cadets and members of *Kudumbrasree* units of Onchiyam Panchayath Vatakara.

**The Practice**

The programme was planned in a such manner that when the admission process in the first year UG classes was completed, students belonging to different programmes had to plant and nurture one plant each till the completion of their programme. They were given instruction and orientation on planting, manuring and watering of trees. The plants are nurtured by the students with affection and love and are considered to be a part of their family. In this manner the students of the ten departments in the college could cultivate ten plants every year. Proper care was given to the plant till the completion of their study and the tradition passed on to the future batches. It was taken as a mission and programme of action by every batch of students. Department of Botany maintains a unit where the plants are layered and saplings were given to nearby houses.

## Evidence of success

At present the Botanical Park of the college is adorned with more than two hundred plants and they provide a cool covering and creates a congenial academic atmosphere. Botany Department of the college served as a nodal centre in the cultivation of budded plants which were then supplied to the local community. The wide varieties of flowering trees and the ornamental shrubs is something ever visitor to this college look forward to.

## Problems Encountered and Resources Required

Madappally receives plenty of rainfall and trees are uprooted regularly. Taking care of the saplings and the trees on a hill requires continuous vigil on the part of the students and the staff of the college. Maintaining the foundation of big trees and protecting them from the effects of soil erosion becomes a herculean task due to the location of the college and the heavy downpour and puts additional financial burden on the college.

## Abbreviations:

| | | |
|------|---|------|
| CAS  | - | Career Advanced Scheme |
| CAT  | - | Common Admission Test |
| CBCS | - | Choice Based Credit System |
| CE   | - | Centre for Excellence |
| COP  | - | Career Oriented Programme |
| CPE  | - | College with Potential for Excellence |
| DPE  | - | Department with Potential for Excellence |
| GATE | - | Graduate Aptitude Test |
| NET  | - | National Eligibility Test |
| PEI  | - | Physical Education Institution |
| SAP  | - | Special Assistance Programme |
| SF   | - | Self Financing |
| SLET | - | State Level Eligibility Test |
| TEI  | - | Teacher Education Institution |
| UPE  | - | University with Potential Excellence |
| UPSC | - | Union Public Service Commission |

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