Internal Quality Assurance Cell (IQAC)

Annual Quality Assurance Report (AQAR)

2017-2018

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. P.K . 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:** EC/54/RAR/057 dated 8/1/2011
    (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)

1.5 Website address: www.madappallycollege.org

Web-link of the AQAR: http://madappallycollege.org/wp-content/uploads/2018/11/AQAR_17-18.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)*

2017-2018

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   8/10/2018   (DD/MM/YYYY)
  ii.   AQAR2014-15   `   11/10/2018   (DD/MM/YYYY)
 iii.   AQAR 2015-16   13/10/2018   (DD/MM/YYYY)
 iv.   AQAR 2016-17   25/10/2018   (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*) | Selected as Centre of Excellence by Government of Kerala |

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. ☐ International ☐ National ☐ State ☐ Institution

Level ☐ 2

(ii) Themes | Innovative Practices in Teaching and learning

2.14 Significant Activities and contributions made by IQAC

- IQAC prepared an academic master plan for the college as part of KIFBI project of Government of Kerala.
- One day orientation class was given to newly admitted students in the UG classes

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 2017-18	In tune with Academic calendar of Calicut University IQAC prepared and academic calendar for College.
Analysis of results	With the recommendation of IQAC, the college council made an analysis of annual results of students in the college and remedial measures were

	taken
Exhibition	In association with SASTRAYAN project of RUSA, IQAC arranged an exhibition in the college
Model examination	IQAC conducted model examination for all students in the UG level.
Feedback	IQAC conducted feedback of students, teachers and alumni on curriculum and made suggestion for the revision of syllabus.

* 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 |

<div align="center">**Part – B**</div>

Criterion – I

<u>1. Curricular Aspects</u>

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	4			
PG	7			
UG	10			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate		7		1
Others				
Total	21	7		1

Interdisciplinary	The college serves as a knowledge hub by encompassing the whole college into a single unit and visualises academic space as fluid. The hub offers training to students cutting across disciplinary boundary 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 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. This is an attempt to integrate research and practice in education with curriculum teaching.

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 | The teachers in the college in general are bent on making their teaching methods innovative and interesting so that the teaching-learning process becomes more motivating and productive. | | |

	Various types of methods followed in the class room ensure teaching more effective and student centred. The college encourages the faculty members to adopt various types of teaching methods which are conducive to student community. The different types of teaching methods impart variety and enrichment to students. ■ In order to render teaching more useful, teachers follow ICT enabled methods which include power point presentations, web/online based teaching, NPTEL video lectures, film shows, You tube lectures by experts, E-notes and online submission of projects, and assignments through email and social networking devices. MOODLE, the learning management system is used fruitfully. ■ Teachers in the college rely on lot of learner centred methods including group discussion, brain storming sessions, peer teaching and inter-disciplinary teaching. The recent alumni who have pursued/ are pursuing their higher education in the reputed institutions offer classes, motivating the students. The *Debating Forum* of the college conducts discussions and debates on various contemporary issues on every		

	Friday.		
	The college has got a *Civil Service Club*, which offers coaching programmes to the select students in the various departments.		
	The Knowledge Parks in the college frequently conducts discussions and debates by students, pertaining to various issues, particularly to the topics in the syllabus.		
	There conducting quiz programmes, orientation talks and entertainment programmes through the broadcasting system 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.		
	Mathematics Department using open software LATEX for Project preparation of final year Bsc students		
	Harmony, the musical club actively functions in the college, conducting various aesthetic programmes, helping the students spend the leisure time positively. study tour etc.		

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

Pattern	Number of programmes
Semester	17
Trimester	
Annual	4

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

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
76	71	5	0	10

2.2 No. of permanent faculty with Ph.D.

21

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
7	0	0	0	0	0	0	0	0	0

2.4 No. of Guest and Visiting faculty and Temporary faculty

10		

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	3	16	11
Presented	2	13	17
Resource Persons	0	8	11

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

- In order to render teaching more useful, teachers follow ICT enabled methods which include power point presentations, web/online based teaching, NPTEL video lectures, film shows, You tube lectures by experts, E-notes and online submission of projects, and assignments through email and social networking devices. MOODLE, the learning management system is used fruitfully.

- As the college has wi-fi and high speed internet connection, and there are smart class rooms, and LCD projectors in every classroom, the ICT enabled teaching becomes effortless and appealing. Many departments are effectively using in the teaching/learning process Google Drive File Sharing programmes including Google Docs, Google Sheets, Google Forms, Google Sides and Google Sites. Further, the learning softwares such as SPSS, Tally and Wings, JAWS, and LATEX are also used as per the requirement.

- *Humanity Circle* and **Science Parliament**: Humanity Circle and Science Parliament are the two teaching/learning initiatives of the college. The Humanity Circle meant for humanity subjects, offers opportunities to the students as well as the teachers to participate in the discussions on various topics regularly. A part of the Humanity Circle, *Heritage Walk* is a learning programme introduced by the Department of Department of Physical Education offers yoga classes to help the students achieve the ample concentration for studies

- Commerce Department conducted a national Level Management festival Zestaura 2017-18 to enhance the management skill, communication and personality development.

- '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.

- .Department of Physical Education offered Yoga Class, *Kalaripayattu* and summer coaching camp

- 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.

- The Theatre Methodology is practiced effectively in English language classroom to teach the language in context by converting classroom as theatre . Since the theatre is dialogic and interactive, and imitates life, the language can be taught creating life situations. Here, various situations in life are simulated. The basic advantage of this method is that the learner becomes expressive, and meaningful communication takes place. Moreover, the teacher's dominance in the classroom is minimised, and the students are corroborative to one another. .

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

| 180 |

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

9		

2.10 Average percentage of attendance of students

95.6

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		30	45	25	86
BA Economics	53		41	20	39	60
BA History	66		37	25	38	88
BA Political Science	52		28	29	43	57
BSc Botany	31		58	26	16	80
BSc Chemistry	32	10	77	13		82
BSc Physics	32	17.2	72.5	10.3		91
BSc Mathematics	31	14	72	14		65
BSc Zoology	29	8	71	20	1	97
BCom	64	11	69	15	5	94
MA English	19		65	21	14	100
MA History	18		38	46	16	95
MA Political Science	18		27	49	24	91
MSc Chemistry	13	61	28	11		85
MSc Physics	12	63.6	36.4			100
MscZoology	11	18	62	20		100
MCom	21	10	56	24	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 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	4
UGC – Faculty Improvement Programme	-
HRD programmes	5
Orientation programmes	3
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	-
Others	14

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	31	0	0	0
Technical Staff	15	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 supported the faculties to apply for major and minor research projects.
- 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	Nil	1	Nil	Nil
Outlay in Rs. Lakhs		8 lakhs		

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	4	Nil		
Outlay in Rs. Lakhs	4.7 lakh			

3.4   Details on research publications

	International	National	Others
Peer Review Journals	6	21	13
Non-Peer Review Journals	2	8	3
e-Journals	-	-	-
Conference proceedings	2	14	7

3.5 Details on Impact factor of publications:

Range [ ]   Average [ ]   h-index [ ]   Nos. in SCOPUS [ ]

3.6 Research funds sanctioned & 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	2018-2020	Indian Council of Social Research	8 lakhs	
Minor Projects	2017 - 2019	UGC	4.7 lakhs	3.6 lakhs
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects *(other than compulsory by the University)*				
Any other(Specify)	2017	Cluster of Colleges	15000	15000
Total			4.85 lakhs	3.75 lakhs

3.7 No. of books published   i) With ISBN No. [2]   Chapters in Edited Books [4]

ii) Without ISBN No. [5] [ ]

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) [Selected as centre of excellence by Govt.of Kerala]

3.10 Revenue generated through consultancy [ ]

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number		8	2	0	2
Sponsoring agencies		Govt. Of Kerala	KSCSTE		

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

7

3.13 No. of collaborations   International [ ]   National [ ]   Any other [3]

- Collage Have collaboration with Uralungal Labour Contract Co Operative Society(ULCCS) and Uralungal Education Foundation 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 Universit

3.14 No. of linkages created during this year: Nil

3.15 Total budget for research for current year in lakhs :

From Funding agency [4.7 lakhs]   From Management of University/College [Nil]

Total [UGC]

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
3	-	-	-	1	2	-

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

$\boxed{3}$

and students registered under them

$\boxed{6}$

3.19 No. of Ph.D. awarded by faculty from the Institution $\boxed{nil}$

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

JRF $\boxed{6}$ SRF $\boxed{}$ Project Fellows $\boxed{}$ Any $\boxed{2}$ other

3.21 No. of students Participated in NSS events:

University level $\boxed{4}$ State level $\boxed{4}$

National level $\boxed{-}$ International level $\boxed{-}$

3.22 No. of students participated in NCC events:

University level $\boxed{21}$ State level $\boxed{5}$

National level $\boxed{8}$ International level $\boxed{-}$

3.23 No. of Awards won in NSS:

University level | - | State level | - |

National level | - | International level | - |

3.24 No. of Awards won in NCC:

University level | - | State level | - |

National level | 3 | International level | - |

3.25 No. of Extension activities organized

University forum | 2 | College forum | 3 |

NCC | 12 | NSS | 3 | Any other | - |

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

The college is committed to community services by organizing and carrying out lot of extension and outreach activities with the view of sensitizing the students to various social and environmental issues. These extension activities help to impart in the students a fellow feeling, to make them socially committed and responsible citizens and to attain the much desired holistic development. The extension activities are operated through various mechanisms functioning in the college, i.e., NCC, NSS, various Clubs and forums, PTA, Student union, departments, to mention a few. Extension activities of the college are socially environmentally and academically oriented.

- The College through NCC and NSS units regularly conducts blood donation camps in which the students and teachers donate blood to the blood banks in the Taluk Hospital and Cooperative Hospital, Vatakara, and *Thanal*, the Charitable Dialysis Centre Vatakara, to the benefit of the hundreds of the poor patients undergoing surgery and blood transfusion.

- An efficient Blood Donation Forum functions in the college which maintains a readily available blood donors' directory, in which the various blood groups of teachers and students, and their contact numbers are recorded, so that any patient or hospital in need of any group of blood will receive it easily on contacting the forum. The blood donors' directory is updated at the beginning of every academic year.
- In addition to the blood donation, stem cell donation camps have been conducted in the college in collaboration with *DATRI Stem Cell Foundation* in which students and teachers have donated stem cells in order to help the cancer patients.
- The college through its NSS units regularly take social and economic survey in the adopted ward of OnchiyamPanchayat, and conducts health and medical camps for them.
- Department of Physical education provided special coaching on Volley ball and table tennis to the students of nearby schools.
- Natural Club in the college conducted Green Festival in the campus

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 acres	-	-	27 acres
Class rooms	43	---	DC, RUSA,UGC	43
Laboratories	15	---	DC & ALUMNI,RUSA,UGC	15
Seminar Halls	3		DC , ALUMNI, RUSA, UGC	3
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	9	2		11
Value of the equipment purchased during the year (Rs. in Lakhs)	3034134	156000		3190134
Others				

4.2 Computerization of administration and library

- Central Library of the college have 65378 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	5491	978761	2431	2495321	7922	3474082
Reference Books	52124	153.29	5271	1.10	57395	154. 39
e-Books	70000					
Journals	43					
e-Journals	2000					
Digital Database						
CD & Video	60					
Others (specify)						

4.4 Technology up gradation (overall)

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

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

- 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 selected 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

1.5 lakhs

ii) Campus Infrastructure and facilities

60 lakhs

iii) Equipments

3.1 lakhs

iv) Others

Total :   64.15 lakhs

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. .
- Students were informed of scholarships and financial assistance from government and non governmental agencies.
- At the beginning of the academic year, an orientation class is conducted for newly admitted students in the UG classes, familiarising them with course structure, continuous evaluation and external examination system.
- 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..
- 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.
- 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
- The results of the university examinations at the end of each semester are vehemently and systematically analyzed by the departments concerned and other academic bodies in the college in an attempt to comprehend the status of achievement of the learning outcomes. .
- Feedback was collected from students, teachers and parents on the curriculum,.

- The students' achievements in the national and state level examinations like JRF/NET, GATE, GMAT, SLET, SET, UPSC and PSC are properly recorded and analysed..

- The details of the students' placements in the public and private firms and institutions are collected and maintained in the departments, and their services are utilized for the benefit of the students and the college.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1455	241	18	

(b) No. of students outside the state
$\boxed{11}$

(c) No. of international students
$\boxed{\text{Nil}}$

No	
408	24
Men

No	
1288	76
Women

	Last Year					This Year				
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
759	229	79	411	53	1531	919	260	74	401	42	1696

Demand ratio 1:26   Dropout 1%

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.
- Arts and Commerce Departments conducted coaching for NET/JRF
- 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.

No. of students beneficiaries
$\boxed{60}$

5.5 No. of students qualified in these examinations

NET ☐ 11 ☐ SET/SLET ☐ 13 ☐ GATE ☐ ☐ CAT ☐ ☐

IAS/IPS etc ☐ ☐ State PSC ☐ ☐ UPSC ☐ ☐ Others ☐ ☐

5.6 Details of student counselling and career guidance

- Career Guidance and Counselling Cell of the college offered one day orientation class on Advanced Learning,
- 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.

No. of students benefitted ☐ 700 ☐

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
11	41	--	19

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.
- A workshop on Classical dance was conducted with the support of sponsored by Cluster of Colleges Fund
- An awareness class on gender sensitivity was provided by Mini Sukumaran, Assistant Professor, Department of Women Studies, Calicut University.
- An awareness class on gender sensitivity and interaction with students was provided by Dr. M. G. Mallika, Assistant Professor, Department of Economics, Zamorins Guruvayoorappan College, Kozhikode.
- In order to sensitise the students on gender related issues, the college conducts variety of programmes under Women Development Cell, *Mathrukam* (Student Wing) and various Clubs and departments.

- Women's Cell, besides conducting seminar series on gender issues in which eminent women activists give lectures, strives hard to resolve themany grievances of girls in thecampus.The Cell observed in the campus important days, such as Women's Day, Youth Day etc. with lot of activities – flash mobs, rally, theatrical performance and visit to old age homes – with the purpose of sensitising the girls towards the gender related problems. The activities are given a social and environmental orientation by giving proper training to the girls as to how to care for and nurse the aged and sick by visiting the nearby old age homes

5.9 Students Activities

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

State/ University level   43   National level   Nil   International level   Nil

No. of students participated in cultural events

State/ University level   32   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   1   National level   Nil   International level   Nil

Cultural: State/ University level   2   National level   Nil   International level   Nil

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	48	1.6 lakhs
Financial support from government	86	1.92 lakhs
Financial support from other sources	--	---
Number of students who received International/ National recognitions	---	----

5.11   Student organised / initiatives

Fairs   : State/ University level | 1 | National level | nil | International level | Nil |

Exhibition: State/ University level | 1 | National level | nil | International level | nil |

5.12   No. of social initiatives undertaken by the students : | 6 |

5.13 Major grievances of students (if any) redressed: _No major complaints registered ____

Criterion – VI

Vision

A better tomorrow for the youth irrespective of caste, creed or class and

thereby for our state and nation.

For the development of our society and nation, higher education centres have got great role to play. The college envisions the bright future of our nation through moulding the students into a responsible, dedicated and service minded community by providing them quality and value based education, thereby helping them work together transcending the narrow boundaries of caste, creed, language and class for the progress and advancement of our nation in all facets .

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

- To provide quality and value based education to all the students
- To help the students acquire the advanced and the finest learning techniques
- To put into practice the best possible teaching methodologies and strategies
- To enable the students achieve the best forms of study and scholarship
- To channelize them in the pursuit of advanced research
- To bring to light the varied talents latent in the students
- To enable them to confront with confidence the challenges in the competitive world irrespective of religion, caste or gender
- To inculcate in them a comprehensive environmental awareness and thereby helping them to be the practioners and propagators of the ecological culture

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.
.
- 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

- Various types of methods are followed to make teaching more effective and student centred. The lecture method is made innovative and appealing with the use of ICT, ensuring effectiveness of teaching- learning process. The teachers do not rely on a single method; rather, they follow a mixture of different methods to make their teaching both experimental and interesting. All the methods adopted make sure the active and positive participation of the students in the academic activities.
- Teachers normally use this method along with lecturing. In this, they use Power point presentations, web/online based teaching, NPTEL video lectures, film shows, You Tube lectures/ class by renowned experts, E-notes and online submission of projects, seminar papers and assignments through email, whatsapp and the learning management system like MOODLE.
- In every department at least two classes are converted as smart class rooms, and LCD projectors and laptops are available in every class room. In order to ease the ICT enabled teaching, the entire college has wifi and high speed internet connection, and is also connected through LAN

- Besides lecturing and ICT enabled teaching, other learner centred methods are used. They include group discussion, interviews, brain storming
- sessions, exhibitions, peer teaching, skits, role plays, seminar presentation, assignment preparation, laboratory work, field trips, surveys, study tour, participation in the seminars and workshops and internship
- New experiential learning ventures like Spoken Tutorials, WWS, ASAP and SSP supplement teaching-learning process

6.3.3 Examination and Evaluation

- As the college is affiliated to the University of Calicut, it is bound to follow the rules and regulations regarding the examination system stipulated by the University.
- 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.
- Regular department wise PTA meetings are conducted 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. .
- . Students are encouraged to do project work
- *Research talk* the programme initiated by the IQAC provide 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 65378 books, 33 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..
- College in collaboration with Uralungal Labour Contract Society provided financial assistance to different activities in the College.
- MSc and M Com students have internships at reputed firms.

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

Nil

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	Audit wing of Directorate of Collegiate Education	Yes	College Council and different committees
Administrative	Y	Audit wing of Directorate of Collegiate Education	Yes	College Council and different committees

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

For UG Programmes   Yes | Yes | No | |

For PG Programmes   Yes | Yes | 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 college.
- 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 visited the college 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.

- Use LED lamps created positive results .
- 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 2017, 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.
- Debating Forum in the college conducted various programmes to improve the communication skill and personality development of students

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.

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 Umbrella to My Campus

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

7.4 Contribution to environmental awareness / protection

- Use of LED lamps
- Environmental audit was conducted by the Department of Botany.
- Botany Department of the college has an incubation centre where new saplings were cultivated.

7.5 Whether environmental audit was conducted?   Yes

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

STRENGTH

- 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 2004, in the first cycle of accreditation by the NAAC, the college became the first among the government colleges in Kerala to be awarded with A grade.
- The college can boast of a distinctive and exceptional botanical garden with diverse varieties of plants.
- Located in the serene and picturesque Government College Madappally is one of the first institutions of higher education hills of Machinary, the college campus is comfortably spacious, and extends up to 27.19 acres of land which include playgrounds, staff quarters, girls' hostel and a botanical garden, to mention a few.
- The college has a 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 Academi awardee Shri Punathil Kunjabdulla.
- The academic criterion for getting admission to the college has always been high.
- The college has more number of female students as it offers a woman friendly environment as well as great academic atmosphere.
- The college has a well maintained *Girls Amenity Centre* for rest and recuperation.
- The college ensures a distinctive academic attitude by providing four extensive research centres, seven PG courses and ten undergraduate courses.
- The college has got a full-fledged library with 57615 books and 33 magazines and journals, and online catalogue. It offers the staff and the students access to more than 2000 electronic journals and 70000 e-books under NLIST programme. Students and teachers are given individual password to get access to the NLIST so that reading facility is available at any time. The Library complex, Wi-Fi enabled and also connected to LAN and High speed Internet Facility and, has open Access Acquisition system and Air conditioned Reading Room. The Department of Malayalam has a Community Library which provides books and study materials to students, teachers and non teaching staff, which functions as a walking library. The various departments in the college have students operating library, and have got a virtual library of e-books, many of them being rare collections, to the benefit of student community

- The college has got a *Civil Service Club*, which offers coaching programmes to the select students in the various departments.

- 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.

- There are three Study Parks functioning well in the college, frequently conducting discussions and debates by students pertaining to various issues, particularly to the topics in the syllabus.

- *Harmony,* the musical club actively functions in the college, conducting various aesthetic programmes, helping the students spend the leisure time positively.

- The 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 a well functioning broadcasting system which imparts study classes, speeches, NEWS, examinations schedules, and other information.

- The college is connected through LAN and high speed internet is made available.

- The college has an *Academic Facilitation Centre* in order to familiarize new evelopments 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.

- Twenty two clubs and forums actively function in the college with the purpose of enriching the students' talents and providing them with better orientation on various academic and extra curricular activities, e.g. Nature Club, Quiz Club, Film Club, Career Guidance Cell, Debate Forum, Research Club Women's Cell, Media Club, Heritage Club, etc

-

WEAKNESS

- One of major weaknesses of the college is its age old building, which was constructed more than five decades ago. The college building requires renovation.

- Since it is a government college, the teaching faculty gets transferred regularly; this hinders the fulfillment of certain projects, including academic and infrastructural.

- Since the college is affiliated to the University of Calicut, it is bound to commence the classes and conduct examinations as per the schedules of the university. It causes unexpected delays in the completion of the programmes and results.

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**

Renovation and construction of Buildings according to the Master Plan prepared by the IQAC

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

_____

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

_____***_____

<div align="right"><u>**Annexure I**</u></div>

<u>ANNEXURE I</u>

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 students etc.

- 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.

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 2017 management fest this year.

The students trained in "Experimental Science", "Event Management & Accounting" coordinated the conduction of the Science Parliament 2017 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.

Students trained in the knowledge hub actively participated in the SASTRAYAN exhibition sponsored by RUSA

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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