

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

I. Details of the Institution

1.1 Name of the Institution

1.2 Address Line 1

Address Line 2

City/Town

State

Pin Code

Institution e-mail address

Contact Nos.

Name of the Head of the Institution:

Tel. No. with STD Code:

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879)

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)

1.5 Website address:

Web-link of the AQAR:

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle				
2	2 nd Cycle	A	3.08	2014	5 yrs
3	3 rd Cycle				
4	4 th Cycle				

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

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

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

- i. AQAR 2012-13 09/11/2013 (DD/MM/YYYY)
- ii. AQAR 2011-12 28/09/2012 (DD/MM/YYYY)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution 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*)

Mahatma Gandhi University,
Kottayam

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

12

2.2 No. of Administrative/Technical staff

1

2.3 No. of students

1

2.4 No. of Management representatives

1

2.5 No. of Alumni

1

2.6 No. of any other stakeholder and
community representatives

1

2.7 No. of Employers/ Industrialists

0

2.8 No. of other External Experts

0

2.9 Total No. of members

17

2.10 No. of IQAC meetings held

03

2.11 No. of meetings with various stakeholders:

No.

5

Faculty

3

Students

1

Alumni

1

Others

0

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

If yes, mention the amount

3 Lakhs

2.13 Seminars and Conferences (only quality related)

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

Total Nos.

1

International

National

State

1

Institution Level

1

(ii) Themes

Quality improvement of Teaching Faculty

2.14 Significant Activities and contributions made by IQAC

All activities of the year were brainstormed and executed by the IQAC

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
<ul style="list-style-type: none"> • National Seminar by English Dept. • Add on Courses on Neuro linguistics • Drama Workshop • Extension Activities- Read & Recuperate, Kudumbasree English Training, Karunalayam Rehabilitation Visit 	<ul style="list-style-type: none"> • National Seminar conducted • Add on Courses on Neuro linguistics conducted • Drama Workshop conducted <p>Extension Activities conducted - Read & Recuperate, Kudumbasree English Training, Karunalayam Rehabilitation Visit</p>
<ul style="list-style-type: none"> • Debate competition by Malayalam Dept. • Vayana Varacharanam • Five days Seminar • Madhayama Vicharana • Kerala Piravi Celebration • Association Inauguration • Study Tour • Extension programme • Career Oriented Seminar • Film Festival • Outreach Programme • Street play • Media Seminar 	<ul style="list-style-type: none"> • Debate competition on 05.06.2013 • Vayana Varacharanam 19.06.2013 • Five days Seminar 31.07.2013-07.08.2013 • Madhayama Vicharana 26.07.2013 • Kerala Piravi Celebration 01.11.2013 • Association Inauguration 27.11.2013 • Study Tour 29.01.2014- 31.01.2014 • Conducted an extension programme in association with District Industrial Centre- 06.02.2014 FN • Career Oriented Seminar in association with Arena Multimedia – 06.02.2014 AN • Conducted a Film Festival on 17.02.2014- 18.02.2014 • Outreach Programme- Tribal Visit at Kozhimala, Idukki • Street play on the Issue of atrocities against women on 21.01.2014 • Media Seminar in association with Malayala Manorama on 28.02.2014
<ul style="list-style-type: none"> • Association Inauguration by Maths Dept. • Enrichment Programme • International Seminar Proceedings Publication • Outreach Programme – Family upliftment programme • Bridge course, tutorial and remedial classes • Bank Test Training • National Seminar • Maths Fest • Proficiency Award 	<ul style="list-style-type: none"> • Association Inauguration- Sep 2 • Enrichment Programme for MSc in Number Theory and Cryptography- Sep 3rd and 4th week • Staff of the department visited General Hospital Ernakulam and interacted with the patients at different wards on 10.11.2013. The dept distributed grocery kits of Rs.1550 to the 10 families. • Faculty members and students visited Sneha sadan, a school for mentally retarded children on 16th Jan • Bridge course for 3rd sem MSc – 01.10.2013- 14.10.2013 • Tutorial and remedial classes also conducted • Bank test training within the college in collaboration with the agency Ivy Institute, Kalloor • National Seminar on Recent Trends in Applications of Mathematics in September – Could not conduct due to delay of sanctioned fund from UGC • Maths Fest organised by the Maths Association on 5th Feb 2014

	<ul style="list-style-type: none"> • Proficiency for the best outgoing student. The award is given to Ms.Sumyya Praveen of Final Year Maths on 13th Mar 2014.
<ul style="list-style-type: none"> • Orientation Programme for new students by MBA Dept. • Bridge Course • Advanced Learners Programme • Add on Courses • Best Practices • Industrial Visits • BMIM News • Seminars and Conferences • Extension Activities 	<ul style="list-style-type: none"> • Orientation Programme for new students 01.07.2013- 06.07.2013 • Bridge Course 08.07.2013- 12.07.2013 • Two students from each batch were sent to attend Seminar on Corporate Governance and Rupee Depreciation • Yoga – 20 hrs • Communicative English- 20 hrs • Transaction Analysis – 10 Hrs • NLP – 10 Hrs • Counselling – 8 Hours • SPSS- 8 Hrs • Visited Baseliious Boys Home for the Poor students at Kakkanad • Industrial Visits – FACT, Malabar Cement, KFRI, Parle-G and Vijaya Milk • A news letter published in Jan 2014 • Regional Level on IPR in Business – 10 Apr 2013 • National Conference on Banking and Finance – 26 Apr 2013 • Natioanl Conference on Excellence in HR Practices – 26 Aug 2013 • National Conference on Organisational Behavior and HR Practices- 6 Dec 2013 • Class on Family Budgetting for a group of House wives belong to Sahrudaya Family Welfare- 5 Dec 2013 • Meals on Wheels – A weekly activity run by BMIM to provide around 250 meals for in patients and their bystanders of Cooperative Medical College , Kalamassery every Wednesday • PAT- Plat A Tree Programme . All the second semester students planted a tree in an industry as part of their academic assignment
<ul style="list-style-type: none"> • “Womenopreneurship” by Commerce Dept. • Karunyashram Visit • Exam Oriented Intensive tuition Classes- Orphanage • Industrial visits • Seminar on Logistics Management • Commerce Fest 	<ul style="list-style-type: none"> • “Womenopreneurship” – Tailoring Class organised by the commerce dept for girls for promoting self- employment among village women. • The students of Department of Commerce visited Karunyashram (the rehabilitation centre for women) and interacted with the inmates and entertained them. They also imparted hand embroidery classes, as a part of skill- development sessions, aimed at empowerment of marginalised women." • Exam Oriented Intensive tuition Classes for +2 commerce students in Boys Home (Orphanage), Thrikkakara on 1-3- 2014. Class taken by B com students. • Under the guidance of Dr.Jojo Paul B. Com final years made an industrial visit to startup village on 15-7- 2013. • On Dec 2, 2013 M Com Students carried out an Industrial Visit to Duals Foods and beverages Pvt Ltd , Pulluvazhy , Perumbavoor • Seminar on Logistics management by Indian Institute of Logistics • Bcom study tour to Coorg, Mysore, Hogganakkal • Farewell to our beloved teachers • Honouring our beloved Principal for the best Principal Award. • Commerce Fest “ ENCORE” 2014 • Onam celebrations

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

2.16 Whether the AQAR was placed in statutory body Yes

Management Syndicate Any other body College Council

Provide the details of the action taken

All suggestions made by the council are incorporated in AQAR

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	3			
PG	5	1	2	
UG	15	2	7	2
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	23			
Interdisciplinary	2			
Innovative	2			

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	23
Trimester	
Annual	

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

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

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

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

Yes, Revision of syllabus by University as and when needed

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

PG Dept. Of MA English, B.Com Marketing, B.Com Comp.Appln

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	62	30	32	0	0

2.2 No. of permanent faculty with Ph.D.

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
	5	1							5	1

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	17	48	10
Presented papers	8	35	4
Resource Persons	3	1	1

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

- Tutorial Sessions through Channel BMC
- English dept. Students presented a music drama of Shakesperean play as part of learning
- ICT Enabled Teaching
- Industrial and lab visit
- Science based CDs
- Bridge Course
- Demo of online trading in class room
- Field visit, Social sensitisation camps
- News paper Reviews and Discussions
- Debates
- Films and documentary reviews
- Mentoring-Gurukulam

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

180, MSW-220

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

MSW- Open Book Examination

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

5

2

2.10 Average percentage of attendance of students

85

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A.English	32	6	6	13	4	90.6
B.Sc.Model I Phy	25		24	32	28	88
B.Sc.Model II Phy	17		12	23.5	41	76.4
B.Sc. Chemistry	29	3.4	62.06	10.34	24	76
M.Sc.Chemistry		Awaiting for result				
B.Sc. Botany	22	14	45	27	4	86
B.Sc. Zoology	32	28	9	22	22	81
B.A.Mal(Voc) Model II	27		73	25		96
B.A.Economics	45	2	18	15	5	89
B.Com	60	5	40	10	5	100
M.Com	16	Awaiting for result				
BSc.Mathematics	27	4	4	48	26	74
MSc.Mathematics	12	Awaiting for result				
B.Com Taxation- Batch 1	64		68	32		100
B.Com Taxation Batch 2	No final batch appeared in exam					
B.Com Marketing	No final batch appeared in exam					
B.Com Travel&Tourism	54	3	40	9	2	96
B.Com Comp.Appln.- Batch 1	No final batch appeared in exam					
B.Com Comp.Appln.- Batch 2	No final batch appeared in exam					
B.B.A.	No final batch appeared in exam					
M.S.W.	21	Awaiting for result				
M.B.A.	55	Awaiting for result				

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

It was at the recommendation of IQAC that the implementation of Teachers' Diary, Monitor's Diary and Weekly work load statement to ensure the smooth conduct of classes. IQAC also monitored the exam cell, remedial coaching cell etc. Result Review committee was constituted by the advice of IQAC.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	1
UGC – Faculty Improvement Programme	1
HRD programmes	1
Orientation programmes	1
Faculty exchange programme	
Staff training conducted by the university	1
Staff training conducted by other institutions	2
Summer / Winter schools, Workshops, etc.	7
Others-National Seminars	34

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	24	3		
Technical Staff	1	1		

Criterion – III

3. Research, Consultancy and Extension

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

Minor projects and Major projects are encouraged

Cash award to Faculty members for Research Publication, Research committee has been constituted to encourage the faculty, active participation in research activities

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1			
Outlay in Rs. Lakhs	27			

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	3	12	10	1
Outlay in Rs. Lakhs	2.6	5.15	3.31	Rs.1,10,000

3.4 Details on research publications

	International	National	Others
Peer Review Journals	13	9	
Non-Peer Review Journals	2	2	
e-Journals	3	2	
Conference proceedings	3	8	

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	18 months	UGC	1261000	532500
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

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

3.11 No. of conferences	Level	International	National	State	University	College
	Number	1	6	2		8
Organized by the Institution	Sponsoring agencies	Own	Own, KSCSTE	KSCSTE, Trivandrum Patent Information Centre		DIC Kakkanadu, Malayala Manorama

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College
Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
1	1					

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

9

28

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

3

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text" value="7"/>
NCC	<input type="text"/>	NSS	<input type="text"/>
		Any other	<input type="text" value="6"/>

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

- English Training for Kudumba sree women
- Book circulating library in General Hospital
- Mobile Library
- Tuition Classes for orphans
- Spending a day with mentally challenged children
- Distributed clothes to the needy girls in the locality
- Computer Literacy for Local Community
- Demonstration and familiarisation of Physical experiments for schools students
- Training programme for Kudumba sree members
- Mushroom Cultivation by Staff , Students and Parents of Botany Dept
- Aquarium setting
- Self help programme at local community of Kangarapady Panchayat
- An exhibition on Periyar River Pollution on World Environment Day jointly with Periyar Malinikarana Virudha Samithy
- A demonstration class for “how to make Paper bags”
- Students visited Nirmala Sisubhavan(rehabilitation centre) at Kaloor on 1.1.2014, presented gifts.
- Industry visit and project tie up with start up village
- Imparted coaching to the members of Boys home Thrikkakara
- Visited various state and central jails in Kerala and imparted life skills and counselling
- Tribal Visit to Kozhimala, Idukki
- Awareness Programme conducted by the dept. In association with District Industrial Centre

- SHADE- out reach programme in general hospital Ernakulam
- Meals on wheels
- Provided awareness class on computation of tax to school teachers
- Happy Home- Day Care Centre
- Vidhya Vimochan –Educational Sponsorship programme
- Bodhy – Awareness Generation Programme
- Finance for Non finance Institutions by MBA Dept.

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	16.10 acres			16.10 acres
Class rooms	61	1		62
Laboratories	8			8
Seminar Halls	5			5
No. of important equipments purchased (≥ 1 -0 lakh) during the current year.		Nil		
Value of the equipment purchased during the year (Rs. in Lakhs)		36640		
Others				

4.2 Computerization of administration and library

Four computers added

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	16284	3315864	172			
Reference Books	3832	59543				
e-Books						
Journals	61					
e-Journals	11					
Digital Database	2	78500				
CD & Video	430					
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	147	3	19	yes	2	1	2	
Added	41	5	4					
Total								

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

<ul style="list-style-type: none"> • Computers with internet facility is available for teachers and students, • Wifi Classes, • Digital Library, • Language Lab

4.6 Amount spent on maintenance in lakhs:

i) ICT	4.6
ii) Campus Infrastructure and facilities	39.8
iii) Equipments	18
iv) Others	8
Total:	70.4

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC recommended IAS/ Bank Coaching

5.2 Efforts made by the institution for tracking the progression

Personal Contact with students

Tutorial System, Individual conference in a week, IAT, Gurukulam , Open House

5.3 (a) Total Number of students 1195

UG	PG	Ph. D.	Others
1064	101	30	

9

(b) No. of students outside the state

(c) No. of international students

Men	No	%	Women	No	%
	399	33		796	67

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
895	50	4	12	1	1092	993	60	4	136	2	1195

Demand ratio

Dropout 0.8%

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

Bank Coaching, Advanced Coaching for UGC NET, CSIR, Placement Support Trainings

No. of students beneficiaries

31

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

- Prof.K.T.Jose and Rev.Sr.Soonam CMC give counselling & Mentoring ,
- Effective Counselling and student monitoring,
- Orientation Talk,
- Placements Training in GD and Interview,
- Students who need counselling are guided to College Counselling Cell

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
13	142	84	26

5.8 Details of gender sensitization programmes

- Organised a debate by Economics Association
- Conducted a Street play on the Issue of Violence against women
- Debate conducted

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	27	51000
Financial support from government	310	
Financial support from other sources	11	2500
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: Ceiling Fans in the class rooms, drinking water facilities given, Net facility, General Library facility

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: - Bharata Mata College seeks to become a centre of excellence by providing its students a comprehensive education with special emphasis on responsible citizenship, secular outlook, moral values and abiding faith in God expressed in active concern for others.

Mission – The college strives to become a seminal centre for the promotion of the all round development of the students of this region, especially the women students who are socially marginalised and those from a rural back ground who are economically disadvantaged.

6.2 Does the Institution has a management Information System

Yes

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

6.3.1 Curriculum Development

Deputing teachers for the seminars conducted by the University

6.3.2 Teaching and Learning

- Students were sent to other institutions for seminars
- Bridge course
- Viva
- Assessment
- Remedial Coaching
- Advanced Teaching
- Value Education Classes
- Tutorial System
- Monitoring
- Value Education Class
- Science based CDs
- Power Point Presentation
- Debates
- Chart preparation
- ICT enabled seminars
- Classes of experts from reputed institutions
- Presentation by Students
- Individual Project work
- Movie , article and newspaper reviews
- Internet based Assignment

6.3.3 Examination and Evaluation

- Entry level test
- test papers
- Continuous assessment
- Two Internal Assessment Tests
- Assignment
- Seminar Presentations
- Oral exam
- Students Monitoring
- Projects
- Open house
- Model Exams
- Viva-voce

6.3.4 Research and Development

- 6 Teachers are doing PhD.
- Teachers attend conferences and publish papers
- Minor projects of UGC are going on
- Project for Final Year Students.
- Research Centres with scholars

6.3.5 Library, ICT and physical infrastructure / instrumentation

- ICT enabled
- Departmental library,
- New Books purchased,
- ICT enabled Media lab,
- Podium, Voice recorder,
- Digital Library, Conference Room

6.3.6 Human Resource Management

- The teaching faculty and the other staff are recruited on meritorious grounds as per the norms stipulated by the UGC, Government of Kerala and the Mahatma Gandhi University.
- The college motivates the staff to attend Faculty Development Programmes as well as conducts FDP in the college to enhance their professional competence.
- The skills of the staff and the students are identified by the top management by monitoring and through feedbacks collected and channelized accordingly. The empathetic and the spiritually-oriented provide counselling and spiritual guidance to the students as tutors and through the Campus ministry.
- The teachers- in-charge identify the different skills of their wards and utilize those resources for quality enhancement of the department and that of the institution.

6.3.7 Faculty and Staff recruitment

Recruited – Importance given to qualification and experience

6.3.8 Industry Interaction / Collaboration

- Visited Modern Bread Industries,
- 2 MOUs were signed between the College and Industry on behalf of Dept.of Chemistry- 1. CARE Keralam 2. CAMRIT Bio Solutions,
- 3 Industrial Visits.
- MOU signed with Bio Technology lab Unibiosys,
- 45 days on the job training programme for 4th semester students in various advertising agencies,
- Feedbacks from collaborating agencies,
- Talk by Industry Experts,
- Group projects from the industry done by the students

6.3.9 Admission of Students

CAP

MBA- MAT, AIMAT, ASMIC MAT, Interview, GD

6.4 Welfare schemes for

Teaching	SSS
Non teaching	Yes
Students	Yes, Scholarships

6.5 Total corpus fund generated

10 Lakhs

6.6 Whether annual financial audit has been done

Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Governing Body & Members from other institutions	Yes	Principal & NAAC Coordinator
Administrative	Yes	Governing Body & Members from other institutions	Yes	Principal & NAAC Coordinator

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

For UG Programmes Yes No

For PG Programmes Yes No

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

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

6.11 Activities and support from the Alumni Association

- Career Guidance Talk,
- Active Support from BOSA meets annually,
- Institution of awards: Best Outgoing student, Topper in biotechnology,
- Inter-collegiate debate competition in memorial of Rev. Fr. Jacob Kariatty Memorial Ever rolling trophy,
- Conducting annual get together,
- Gets technical assistance for the College Channel Channel BMC.
- Maths dept. Alumni association donated Rs.15000 for the welfare of the poor students,
- Assisting in Placements,
- Industry Interaction,
- Experience Sharing

6.12 Activities and support from the Parent – Teacher Association

- House Construction Project,
- Regular Executive Meeting,
- General Body meeting twice,
- Financial Student Support Service,
- Assistance for Youth festival,
- Support for conducting examinations,
- Conducting Open house

6.13 Development programmes for support staff

Classes conducted on Computer awareness and effective administration strategies

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

- Trees Plantation,
- Green Campus & Clean Campus,
- Plastic Free Campus, Renewed botanical garden
- Bio bin Installed,
- The hazardous chemical waste from the lab were safely disposed in specially designed kit to reduce environmental pollution,
- Maintaining Green house,
- Prize distribution to students who take initiatives in keeping their class neat and tidy,
- ‘Bird Bath Programme’,
- Planting of trees to honour retired teachers.

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.

- BMC Anthem, Plastic Free Zone,
- Distribution of unused medicines,
- First Aid box,
- Bio bin for all departments,
- Compiled flora ,
- Plant that heals-medicinal information of plants,
- Karunyam Charity programme,
- Students who participate in most number of departmental activities/ competitions get a token of appreciation,
- Re-introduction of a wall paper release-“Skylark”,
- Launching of Happy Home – A day care centre for elderly in the campus,
- For MBA, students attend all the classes irrespective of their specialisation,
- Live demo of Online Trading

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

- National Seminar on Entrepreneurship and Start ups
- A Lecture on “Pollution of River Periyar” was given by Shri. K. Jose, Periyar River Keeper.
- On 14.08.2013, a one day seminar on “Management of Plastic Waste and e-waste” was conducted. Smt. M. S. Mythili, Chief Environmental Engineer, Kerala State Pollution Control Board was the speaker of the fore-noon session. The after-noon session was led by Smt. Remeena, Asst. Env'tl Engineer, KSPCB.
- A few final year students visited ‘Nirmala Sisu Bhavan’ at Kaloor, on 01.01.2014, spent one hour with the inmates (small children) there and presented toys, drawing books, crayons, colour pencils etc to them.
- As part of the Outreach Programme of Bharata Mata College, the Department of Zoology took the initiative of conducting an ‘Aquarium Setting and Management’ programme for the local community of Kanagarapady Panchayat (self-help groups).
- OBSERVANCE OF DAYS OF NATIONAL IMPORTANCE:
 - June 5th : World Environment Day
 - July 11th : World Population Day
 - August 6th : Hiroshima Day
 - September 16th : World Ozone Day
 - December 1st : AIDS Day
- Manuscript magazines prepared
- Faculty and students attended various seminars and workshops
- ‘BIRD BATH’ programme, where basins filled with water are kept in the terrace of the college for the birds to quench their thirst on hot days to spread the message of ‘Live in harmony with nature and fellow beings’ among the students.
- Various Add on Courses are conducted
- International Seminar on Migration and Elderly Care – in Dec 2013
- Colloquium on Protection of Western Ghats- Dec 2013
- Workshops on HIV –AIDS- Dec 2013
- Street play on HIV and AIDS – Ernakulam City – Dec 2013
- Poster Presentation competition in Dec 2013

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

- Padheyam- provide weekly meals to the homeless destitute in streets, orphanages, Hospitals etc.
- SHADE- Uplifting and supporting the thirty poor families in their overall development including financial aspects.

7.4 Contribution to environmental awareness / protection

- World Environment Day Wall Magazine,
- Tree Plantation, Awareness class,
- Chemistry dept chose “Environmental Chemistry” as an elective paper for BSc VI sem students to make them aware of the environmental issues / challenges and remedies.
- One of the ongoing UGC sponsored projects by the dept is closely related to the environmental protection- catalytic degradation of organic pollutants in water,
- visited and eco-tourist spot(mangalavanam),
- Conducted a debate competition in connection with the world environment day,
- Colloquium on Protection of Western Ghats- Dec 2013,
- Went for Trucking in Attappadi,
- Participated in Haritholsavam –planting trees in NH47,
- Interview by students with officials of Industry about steps taken for protecting environment

7.5 Whether environmental audit was conducted?

Yes

No

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

Based on the survey conducted by IQAC the following strengths, weaknesses, opportunities and challenges were identified.

The identified strengths are:

- Opportunity for upliftment of girls from economically disadvantaged rural background who form the major part of student community.
- Fostering secular culture in a minority institution by welcoming students of different religious denominations.
- Strong interpersonal relationship among teachers and very effective academic guidance from management.
- More than 50 % of the teachers are PhD holders.
- Majority of PG departments are research centres and regularly publishing research papers in reputed journals.
- College attracts various organizations for campus interviews every year and many students secure jobs in reputed institutions through campus placements.
- Many teachers serve as resource persons to academic institutions, social and community development organizations.
- College community is actively involved in Community Development Programmes.
- Proximity to the most developing tech hub of the State.

The identified weaknesses are:

- Lack of new generation programmes in the aided sector to open up skill development/job oriented facilities for financially weak students.
- All departments are not upgraded with PG and PhD programmes.
- At present we do not have academic collaborative programmes with national/ international institutions.

The identified opportunities are:

- Ten UG Programmes, five PG Programmes and three research departments in aided sector and six UG Programmes and two PG Programmes in self financing sector provide higher education to the students from the rural background.
- Programmes/Courses which improve student employability/ life skills/creativity /scientific temper/environment education to tap job prospects of Smart City, Kochi.
- Proximity of CUSAT & NPOL are added advantages for greater exposure and interaction of students with scientific and technological experts in their respective fields for improving academic prospects and for better awareness on new job opportunities.

The identified challenges are:

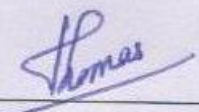
- Students from poor economic and social background seeking admission to the college who are below average in their academics.
- The traditional degree programmes to be upgraded to suit the needs of a technologically evolving world.

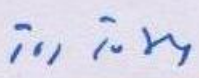
8. Plans of institution for next year

- Organise National Seminars by various depts.
- Golden Jubilee Celebration
- Encourage teachers to do more projects under UGC Scheme
- Mush room cultivation,
- Collection and exhibition of ornamental plants
- Photo exhibition against war, Juvenile home visit at Kakkanad,
- Interaction with various tribal groups ,
- Film festivals,
- Inter Collegiate Quiz Competition,
- Maths Exhibition,
- Remedial Coachings
- Career orientation classes by Experts

Name : Dr. K. V. Thomas

Name : Dr. Joy Joseph Puthussery





Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Annexure I

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

ANALYSIS OF THE FEEDBACK

- **Students:** Interaction of the faculty and the students in and out the class rooms is an effective measure through which the college obtains feedback from the students. The college has an Internal Quality Assurance Cell (IQAC) that collects periodically the written feedback of students to evaluate the curriculum and also the teachers.
- **Alumni:** The department alumni meetings, formal and informal, provide a better understanding of the effectiveness and applicability of the curriculum in the practical sense. The feedbacks obtained from the alumni are incentives for modifications or inclusions suggested by the faculty in the workshops and meetings conducted by the University Curriculum Changes and enrichment.
- **Parents:** The College has a Parent Teacher Association (PTA) functioning well. The parents are invited to the college and the concerned departments in order to interact with the teachers. Written feedback is obtained in the interactive sessions as well as during the Open House.
- **Employers:** The employers give their feedback with regard to the curriculum and the industry needs during the meetings and interactions with the Principal and the Placement Cell of the college.
- **Academic Peers:** The departments have started collecting feedback from the academic peers. The members of the faculty also get feedbacks from their interactions with academic peers of other colleges during centralized evaluation, seminars and faculty development programmes. Through such interactions, various suggestions and modifications are discussed and conveyed to the Board.
- **Community:** The general acceptance of the course programmes by the students and their parents is a sign of acceptance on the part of the community also. Besides, there are community linked programmes initiated by the college, during which the college authorities meet the members of the local community and interact with them and obtain sufficient feedback of the academic activities going inside the campus.

The suggestions made on the above feedbacks are conveyed to the University through teachers who are members of the board of studies or those attending seminars/workshops on Curriculum development.

Bharata Mata College
Academic Calendar 2013-14
Odd Semester (June –November)
No. of Working Days

June	20 (III & V Sem)
July	23(III & V Sem)
August	17(III & V Sem)
September	16(III & V Sem)
October	05 (up to 09-10-2013 for III Sem 04(up to 08-10-2013 for V semester
University exams	08-10-2013 onwards for V semester 09/10/2013 onwards for III Semester
Total	90 (inclusive of exam days)

I semester

Date of commencement of classes	: 10-07-2013
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No. of working days

July	: 16
August	: 17
September	: 16
October	: 20
November (up to 29 th)	: 20
Total	89 (inclusive of examination days)
University Examination	20-11-2013 onwards
Onam Holidays	14– 22 September 2013
End of I Semester	29-11-2013

Month	Date	Activity
June	03-06-13 2 nd week onwards	Classes commence for Sem III, V & II PG Admissions to Sem I
July	10-07-2013 10-17 Third week 19-07-13 22-07-13 22 th – 30 th 31 st	Date of commencement of classes for I Sem 'Vidhyarambham' I Internal for III & V sem Entry Level Test and Bridge Course for Sem I Welcome to Freshers Remedial Coaching to be started Inauguration of association activities Monthly Wall Magazine Work to be started on Manuscript magazine Department meeting Result of I Internal exams.
August	19 th II week onwards 23 rd 30 th	Inauguration of new UG courses PG admissions Open house for III & V semester. PTA meeting

September	02 nd -04 th 13 th 14-22 23 rd 24 th 25 th 25 th -30 th	II Internal exams for III& V Semester I Internal for I Sem Onam Pookalam competition Onam Holidays Inauguration of new PG course Results of Internal Exams. IQAC meeting Inter- departmental competitions Preparation of A & B forms
October	1 st 3 rd 4 th 8 th 10 th 11 th 28 th	Department meeting Rosary Submission of results of internals to University University exams Faculty Development Programme Quality enhancement programme for Non-teaching staff II Internal for I Sem
November	11 th 13 th -15 th 18 th	Results of II Internal Mock Peer team visit Classes commence

Bharata Mata College
Academic Calendar 2013-14

Even Semester (December –May)

No. of Working Days

IV & VI semester

November	10
December	17
January	22
February	19
March	21
University exams	March
Total	89

II Semester

December	16
January	22
February	19
March	21
University exams	March
Total	78

Month	Date	Activity
December	3 rd	Classes commence (I Sem)
	3 rd afternoon	Talent Day (individual programmes)
	6 th	Charity Auction
	I week onwards	Add-on courses
	9 th to 13 th	Club activities
	16 th	I Internal exams for IV & VI sem.
	19 th	Department meeting
	20 th	Christmas celebrations
	21 st to 29 th	Christmas holidays
30 th	College reopens	
January	1 st week	Extension activities to be conducted
	3 rd	Results of I st Internals
	2 nd week	Inter-collegiate competitions/ fests/ seminars
	15 th – 18 th	College union inauguration & College Arts Festival
	29 th	Department meeting.
	31 st	Release of Manuscript magazines
February	3 rd -5 th	II Internal Examinations.
	10 th -14 th	Valedictory of Club activities/ student support organizations
	17 th	Result of Internal examinations.
	21 st	Open house

	24 th -27 th	Preparation of A- forms
	28 th	Annual sports
March	I Week	Student Feedback collection, Farewell to Final sem students/ Valedictory of Association activities
	3 rd	Staff meeting
	5 th	Submission of results of internals to the university
	7 th	College Day
	10 th	NAAC re-accreditation work University Exams
April & May		Semester Break / evaluation duty for teachers

Month	Date	Activity
December	3 rd	Classes commence
	3 rd afternoon	Talent Day (individual programmes)
	5 th	Charity Auction
	I week onwards	Add-on courses
	10 th to 14 th	Club activities
	20 th	Department meeting
	22 nd	Christmas celebrations
January	1 st week	Extension activities to be conducted
	2 nd week	Inter-collegiate competitions/ fests/ seminars
	16 th - 18 th	First internal exams
	23 rd	Results of I st Internals
	23 rd -24 th	College Arts Festival
	29 th	Open House of SemV
	30 th	Open House of SemIII
	31 st	Open House of Sem I
February	4 th	Department meeting
	5 th	Release of Manuscript magazines
	4 th -8 th	Valedictory of Club activities/ student support organizations
	26 th - 28 th	Second internals
March	1 st	Staff meeting
	4 th	Results of II nd internals
	11 th -14 th	Preparation of A- forms

	<p>II Week</p> <p>15th</p> <p>18th</p> <p>III Week</p>	<p>Student Feedback collection, Farewell to Final sem students/ Valedictory of Association activities</p> <p>College Day</p> <p>Submission of results of internals to the university</p> <p>NAAC re-accreditation work</p>
April	<p>I week</p> <p>6th</p> <p>8-12</p> <p>16th onwards</p>	<p>Prepare for Mock Peer Team Visit</p> <p>Closing date for students</p> <p>Mock Peer Team Visit</p> <p>University exams</p>
May		Semester Break / evaluation duty for teachers