

PAYYANUR COLLEGE, PAYYANUR

(Affiliated to Kannur University)

P.O. EDAT, PAYYANUR

KANNUR DISTRICT

KERALA STATE - 670327

www.payyanurcollege.ac.in



ANNUAL QUALITY ASSURANCE REPORT 2016-'17

**Submitted to National Assessment and Accreditation Council
Bangalore**

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The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

I. Details of the Institution

1.1 Name of the Institution

PAYYANUR COLLEGE

1.2 Address Line 1

EDAT

Address Line 2

PAYYANUR

City/Town

KANNUR DISTRICT

State

KERALA

Pin Code

670327

Institution e-mail address

payyanurcollege@rediffmail.com

Contact Nos.

0497 280 5521

Name of the Head of the Institution:

Dr. K.T. Ravindran

Tel. No. with STD Code:

0497 280 5521

Mobile:

9447491201

Name of the IQAC Co-ordinator:

Dr. K. C. Muraleedharan

Mobile:

IQAC e-mail address:

iqacpnrcrar@gmail.com

1.3 NAAC Track ID:

March 31/2007/015

1.4 Website address:

www.payyanurcollege.ac.in

Web-link of the AQAR:

payyanurcollege.ac.in/AQAR201617.pdf

1.5 Accreditation Details

| Sl. No. | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
|---------|-----------------------|-------|------|-----------------------|-----------------|
| 1 | 1 st Cycle | A | 8.52 | 2007 | 5 YEARS (2012) |

1.6 Date of Establishment of IQAC :

DD/MM/YYYY

20.06.2007

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

2016-17

1.8 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 on 08.12.2017
- ii. AQAR 2013-14 on 08.12.2017
- iii. AQAR 2014-15 on 08.12.2017
- iv. AQAR 2015-16 on 08.12.2017

1.9 Institutional Status

University

State

Central

Deemed

Private

PNRC AQAR 2016-'17

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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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

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

KANNUR UNIVERSITY

1.12 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

9

2.2 No. of Administrative/Technical staff

2

2.3 No. of students

1

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students Alumni Others

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

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

1. Department meetings were conducted to equip the faculty for the re-accreditation process.
2. Started preparing the AQARs of the pending years.
3. Core values and quality parameters were explained to students and other stakeholders.

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 |
|---|---|
| 1. Resolved to sensitize the campus community about e-waste Management. | 1. Students of the science departments made extensive surveys on e-waste. Strategies are being evolved for managing e-waste generated on the campus. |
| <p>2. Resolved to sensitize the college community about the humanitarian rights of the marginalized like transgenders and differently-abled.</p> <p>3. Resolved to encourage the departments to organize seminars surveys etc. on contemporary issues.</p> <p>4. Resolved to suggest to the departments to conduct more number of academic extension programmes for the benefit of the local community.</p> | <p>2. An interaction with transgender activist Vijayaraja Mallika was arranged by the college students' union. Special volunteer groups are taking care of the differently-abled students.</p> <p>3. Dept. of Economics conducted seminar on demonetisation. The department also conducted a survey on gender disparity in the college.</p> <p>4. Department of English conducted a 30-hour Communicative English course for the primary students of Edanad West L.P. School.</p> |

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

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

Approved for submission

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 | 0 | 0 | 0 |
| PG | 4 | 0 | 0 | 0 |
| UG | 14 | 0 | 0 | 0 |
| PG Diploma | 0 | 0 | 0 | 0 |
| Advanced Diploma | 0 | 0 | 0 | 0 |
| Diploma | 0 | 0 | 0 | 0 |
| Certificate | 0 | 0 | 0 | 0 |
| Others | 0 | 0 | 0 | 0 |
| Total | 21 | 0 | 0 | 0 |
| Interdisciplinary | 0 | 0 | 0 | 0 |
| Innovative | 0 | 0 | 0 | 0 |

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

(ii) Pattern of programmes:

| Pattern | Number of programmes |
|-----------|----------------------|
| Semester | 18 |
| Trimester | 0 |
| Annual | 0 |

1.3 Feedback from stakeholders*

(On all aspects)

Mode of feedback :

| | | | | | | | |
|--------|-------------------------------------|---------|-------------------------------------|--------------------------------|--------------------------|----------|-------------------------------------|
| Alumni | <input checked="" type="checkbox"/> | Parents | <input checked="" type="checkbox"/> | Employers | <input type="checkbox"/> | Students | <input checked="" type="checkbox"/> |
| Online | <input type="checkbox"/> | Manual | <input checked="" type="checkbox"/> | Co-operating schools (for PEI) | <input type="checkbox"/> | | |

**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.

Syllabus revision in progress

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

Yes, Department of Management Studies – BBA programme

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

| Total | Asst. Professors | Associate Professors | Professors | Others |
|-------|------------------|----------------------|------------|--------|
| 69 | 57 | 12 | 0 | 0 |

2.2 No. of permanent faculty with Ph.D.

32

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 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

2.4 No. of Guest and Visiting faculty and Temporary faculty

13

0

0

2.5 Faculty participation in conferences and symposia:

| No. of Faculty | International level | National level | State level |
|------------------|---------------------|----------------|-------------|
| Attended | 2 | 45 | 23 |
| Presented papers | 1 | 45 | 9 |
| Resource Persons | 0 | 6 | 4 |

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

1. Group work and assignment for team work and peer interaction.
2. Quizzes, Group Discussions based on study topics.
3. Encourage the use of online resources in the class and students preparing digital resources.
4. Guided reading and orientation for use of E-books and E-Journals.

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)

Bar-coding

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development

25

0

0

as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

| |
|------|
| 86.5 |
|------|

2.11 Course/Programme wise distribution of pass percentage:

| Title of the Programme Year: 2016-17 | Total no. of students appeared | Division | | | | |
|---|--------------------------------|---------------|-------|------|-------|--------|
| | | Distinction % | I % | II % | III % | Pass % |
| Mathematics PG | 15 | 66.67 | 13.3 | 0 | 0 | 80 |
| Mathematics UG | 38 | 42.1 | 18.42 | 2.63 | 7.9 | 71.05 |
| Physics PG | 11 | 0 | 54 | 0 | 0 | 54 |
| Physics UG | 39 | 51 | 38 | 0 | 0 | 89 |
| Chemistry PG | 13 | 38.5 | 46.2 | 0 | 0 | 84.6 |
| Chemistry UG | 36 | 63.9 | 22.2 | 0 | 0 | 86.1 |
| Zoology UG | 31 | 45.1 | 35.5 | 0 | 0 | 80.6 |
| Botany UG | 28 | 42.9 | 46.4 | 3.6 | q | 92.9 |
| Hindi UG | 33 | 24.2 | 60.6 | 0 | 0 | 84.8 |
| Functional Hindi UG | 22 | 18.2 | 31.8 | 0 | 0 | 50 |
| Malayalam UG | 23 | 34.8 | 30.4 | 4.3 | 0 | 78.3 |
| English UG | 36 | 11.11 | 61.11 | 5.55 | 0 | 80.55 |
| History UG | 40 | 10 | 40 | 2.5 | 0 | 52.5 |
| Political Science | 42 | 2.38 | 47.62 | 0 | 0 | 50 |
| Economics | 53 | 3.8 | 49.06 | 0 | 0 | 52.8 |
| B Com | 58 | 30.05 | 32.2 | 16.9 | 3.38 | 83 |
| BBA | 27 | 51.9 | 22.2 | 7.4 | 0 | 81.5 |

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

1. Department meetings after ESE result to discuss the outcome and suggest measures for improvement.
2. Departments are asked to identify difficult topics and learners with difficulty and attend to their needs.
3. College council meets to discuss results.

2.13 Initiatives undertaken towards faculty development

| <i>Faculty / Staff Development Programmes</i> | <i>Number of faculty benefitted</i> |
|---|-------------------------------------|
| Refresher courses | 7 |
| UGC – Faculty Improvement Programme | 0 |
| HRD programmes | 3 |
| Orientation programmes | 6 |

| | |
|--|----|
| Faculty exchange programme | 0 |
| Staff training conducted by the university | 0 |
| Staff training conducted by other institutions | 13 |
| Summer / Winter schools, Workshops, etc. | 0 |
| Others | 0 |

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 | 23 | 2 | 0 | 0 |
| Technical Staff | 2 | 0 | 0 | 0 |

Criterion – III

3. Research, Consultancy and Extension

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

1. Staff and students are motivated to visit similar institutions of higher learning.
2. Students and faculty are encouraged to attend seminars in nearby colleges.
3. Students are motivated to refer to academic journals of high quality.

3.2 Details regarding major projects

| | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|---------|------------|-----------|
| Number | 0 | 0 | 0 | 0 |
| Outlay in Rs. Lakhs | 0 | 0 | 0 | 0 |

3.3 Details regarding minor projects

| | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|---------|------------|-----------|
| Number | 0 | 1 | 1 | 3 |
| Outlay in Rs. Lakhs | 0 | 1.95 | 1.2 | 4.35 |

3.4 Details on research publications

| | International | National | Others |
|--------------------------|---------------|----------|--------|
| Peer Review Journals | 11 | 12 | 0 |
| Non-Peer Review Journals | 0 | 5 | 2 |
| e-Journals | 1 | 0 | 1 |
| Conference proceedings | 0 | 0 | 0 |

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 | 0 | 0 | 0 | 0 |
| Minor Projects | 2 years | UGC | 0 | 0 |

| | | | | |
|--|---|---|---|---|
| Interdisciplinary Projects | 0 | 0 | 0 | 0 |
| Industry sponsored | 0 | 0 | 0 | 0 |
| Projects sponsored by the University/ College | 0 | 0 | 0 | 0 |
| Students research projects <i>(other than compulsory by the University)</i> | 0 | 0 | 0 | 0 |
| Any other(Specify) | 0 | 0 | 0 | 0 |
| Total | 0 | 0 | 0 | 0 |

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
organized by the Institution

| Level | International | National | State | University | College |
|---------------------|---------------|----------|-------|------------|---------|
| Number | 0 | 2 | 0 | 0 | 0 |
| Sponsoring agencies | - | UGC | - | - | - |

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 | 0 |
| | Granted | 0 |
| International | Applied | 0 |
| | Granted | 0 |
| Commercialised | Applied | 0 |
| | Granted | 0 |

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

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

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

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

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

JRF 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 | <input type="text" value="0"/> | State level | <input type="text" value="0"/> |
| National level | <input type="text" value="0"/> | International level | <input type="text" value="0"/> |

3.25 No. of Extension activities organized

| | | | | | |
|------------------|--------------------------------|---------------|--------------------------------|-----------|--------------------------------|
| University forum | <input type="text" value="0"/> | College forum | <input type="text" value="8"/> | | |
| NCC | <input type="text" value="2"/> | NSS | <input type="text" value="9"/> | Any other | <input type="text" value="3"/> |

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

Departments:

- History: Talks: History embedded in Folk Literature, Myth and Society, Recent Trends in Kerala Historiography, Going Beyond Tradition
- Chemistry: Two day Science Orientation Programme for Higher Secondary Students, Industry Orientation Programme.
- Botany: Importance of Biological Evidence s in Forensic Science, Seminar on Modern Trends in Plant Science, Chappila Magazine
- Statistics: Three-day Workshop on Research Methodology

Malayalam: Ramayanam Quiz, Literature Quiz

Political Science: Cartoon Exhibition, Class on Human Rights

Mathematics: Felicitation to University toppers, Talk on Cardinal and Ordinal Numbers, Seminar on Special Functions and its applications

Physics: Endowment Lecture and Workshop, Seminar on Spectroscopy, Quantum Mechanics

Economics: Impact of Demonetisation on Kerala Economy

English: Student Support for FLY (Limited People's Organization), (with Movie Mania) Film Fest and Appreciation Sessions, Peer Students Teaching Programme, Seminar on "Backyards of Modernity" and invited talk by Prof. E V Ramakrishan

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 | 96 acres | 0 | - | 96 |
| Class rooms | 46 | 2 | - | 48 |
| Laboratories | 10 | 0 | - | 10 |
| Seminar Halls | 3 | 0 | - | 3 |
| No. of important equipments purchased (\geq 1-0 lakh) during the current year. | 0 | 0 | - | 0 |
| Value of the equipment purchased during the year (Rs. in Lakhs) | 0 | 0 | - | 0 |
| Others | 0 | 0 | | 0 |

4.2 Computerization of administration and library

| |
|----------------------|
| Yes, except purchase |
|----------------------|

4.3 Library services:

| | Existing | | Newly added | | Total | |
|------------------|----------|---------|-------------|---------|-------|---------|
| | No. | Value | No. | Value | No. | Value |
| Text Books | 47685 | 5545987 | 2449 | 1274808 | 50134 | 6820795 |
| Reference Books | 1286 | 454461 | 8 | 10961 | 1294 | 465422 |
| e-Books | | | NList | 5750 | NList | 5750 |
| Journals | | | 6 | 5900 | 6 | 5900 |
| e-Journals | | | NList | 5750 | NList | 5750 |
| Digital Database | | | | | | |
| CD & Video | 217 | 33738 | - | - | 217 | 33738 |
| Others (specify) | | | 105 | 60406 | 105 | 60406 |

4.4 Technology up gradation (overall)

| | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Departments | Others |
|----------|-----------------|---------------|----------|------------------|------------------|--------|-------------|--------|
| Existing | 116 | 19 | 100 | 2 | - | 7 | 15 | - |
| Added | 5 | 3 | - | - | - | 2 | - | - |
| Total | 121 | 22 | 100 | 2 | - | 9 | 15 | - |

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

| |
|---|
| Services like inflibnet, college website |
| Internet access - broadband with wi-fi |
| Office networked in phases |
| Classes for Non-teaching and teaching staff on computer awareness and ICT |

4.6 Amount spent on maintenance in lakhs :

| | |
|--|-------|
| i) ICT | 0.81 |
| ii) Campus Infrastructure and facilities | 12.31 |
| iii) Equipments | 6.39 |
| iv) Others | |
| Total : | 19.51 |

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. Guiding departments to familiarize students to the different constituencies of the college and facilities and services available.
2. Instructs all committees to ensure proper communication with the stakeholders by display of notices, announcement, calendar and the website.
4. Orientation to freshers and their parents before the commencement of classes.
5. Faculty sensitization towards rendering student support services effectively by circulating UGC NAAC and Kerala Government orders.

5.2 Efforts made by the institution for tracking the progression

Regular department and college council meetings to monitor the activities and the future plans of the constituency concerned

The introduction of Continuous and comprehensive evaluation method gives a good idea of student progression.

Student participation in seminars, film camps, literary competitions, debates and sports meets are noted and appreciated individually and in function so that their progression in other aspects are also not only tracked but encouraged too.

Assignments, seminar presentations are evaluated whereby progression can be measured and confidentially intimated to the students and remedial course can be suggested.

The physical education department tracks the progression of the sports people of the college regularly by keeping touch with the sports council coaches and also by escorting the team for various matches for on the spot measure of progression.

5.3 (a) Total Number of students

| UG | PG | Ph. D. | Others |
|------|-----|--------|--------|
| 1723 | 101 | 16 | 0 |

(b) No. of students outside the state

2

(c) No. of international students

0

| | | | | | |
|-----|-----|------|-------|------|------|
| Men | No | % | Women | No | % |
| | 533 | 28.9 | | 1307 | 71.1 |

| Last Year (2015-16) | | | | | | This Year (2016-17) | | | | | |
|---------------------|-----|----|------|-----------------------|-------|---------------------|-----|----|-----|-----------------------|-------|
| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| 377 | 240 | 52 | 1008 | 13 | 1690 | 313 | 228 | 55 | 979 | 10 | 1585 |

Demand ratio 1:10 Dropout % 1.8

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

Career Guidance cell organises programmes to make the students aware of various career and study options available to them and to equip the students to take up those options.

No. of students beneficiaries

183

5.5 No. of students qualified in these examinations

| | | | | | | | |
|-------------|--------------------------------|-----------|--------------------------------|------|--------------------------------|--------|----------------------|
| NET | <input type="text" value="2"/> | SET/SLET | <input type="text" value="0"/> | GATE | <input type="text" value="1"/> | CAT | <input type="text"/> |
| IAS/IPS etc | <input type="text"/> | State PSC | <input type="text"/> | UPSC | <input type="text"/> | Others | <input type="text"/> |

5.6 Details of student counselling and career guidance

- Conducted training programme on interview skills in connection with campus placement of Asianet for Journalist trainees on 22-12-2016 by Mr. Santhosh P, Assistant professor of Commerce & JCI Trainer
- Conduct the Speak for India debate competition with Federal Bank and Mathrubhoomi on 31-10-2016 at Payyanur college seminar hall. Students of Payyanur College and other neighbouring colleges of Kannur University participated in the event.
- Conducted placement readiness workshop to students with the support of Happy Valley Business School, Coimbatore on 14-07-2016. K Sampath Kumar and R Vishal Kumar (Assistant Professors, Happy Valley Business School, Coimbatore) were the resource persons of the programme.
- IAME Bangalore organized a training seminar on what next after graduation on 16-01-2017 for final semester degree students. Mr. Christopher Johnson was the resource person.

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 |
| 1 | 61 | 1 | 0 |

5.8 Details of gender sensitization programmes

1. NSS celebration of Women's Empowerment and promotion of women by giving opportunities for performance
2. Empowerment sessions for women through NSS and NCC activities.
3. All activities of the college are ways of empowering women since the majority students enrolled are women.
4. Women empowering programmes are conducted by Women Students only forums like MATHRUKAM and SNEHITHA .

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 | 35 | 52,875 |
| Financial support from government | 49 | 16,97,796 |
| Financial support from other sources | 0 | 0 |
| Number of students who received International/ National recognitions | 0 | 0 |

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:

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION: Our Education, Our Future

MOTTO: Vidhyadhanam Sarvadhanat Pradhanam (Education is the Ultimate Riches).

MISSION STATEMENT: The seminal aspects of our MISSION are:

- Harmonious development of the students and the local community through higher education of remarkable quality
- Dissemination of secular and democratic values in the learners and the people around with a view to building a cohesive and tolerant society.
- Addressing the discriminations based on gender, class and caste and preparing the students to move beyond such prejudices to contribute to national development.
- Propagation of Sciences, Social, Biological and Mathematical, to assist the formation of a productive knowledge society.
- Developing global competency in students by providing a strong foundation in different disciplines.
- Preservation as well as advancement of the literary wealth of different Indian and foreign languages through study, teaching and creative interaction.
- Empowerment of women and the socially deprived sections through education and participation in academic activities.
- Preservation of biodiversity of the area.

6.2 Does the Institution has a management Information System

No. Though there is no management information system software, information is managed successfully down and up partly manually and partly through software. Office is net-worked and Public Address System is installed to contact all constituencies

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

6.3.1 Curriculum Development

Presently the number of teachers from the college as members and chairpersons are as follows:

UG Board: 16 (3 Chairpersons) PG Board: 12

6.3.2 Teaching and Learning

General Measures:

1. Change from the CCSS to mark system has posed some new challenges in the form of low marks and more percentage of student failure in the case of common course English. More rigorous attention and strategies towards writing skill improvement is suggested.
2. ICT, audio-visual, discussions and debates, presentations. Specific steps taken in this line are:
 1. Institution follows university academic calendar, encourages special classes, ensures timely finishing of portions, conducts educational camps and study trips, and provides the students with lecture notes for better results.
 2. Remedial coaching classes with confidence building sessions are organized for difficult subjects.

6.3.3 Examination and Evaluation

The college has no decision-making power in these matters and so there is little choice in these matters. However, some departments practice innovative methods in addition to officially permitted methods of assessment: quizzes, random tests, oral tests. The college conducts a Model examination and periodical tests as part of continuous evaluation.

6.3.4 Research and Development

1. Inspiring the faculty to utilize opportunities provided for research and knowledge updating by UGC like FDP, Refresher and Orientation programmes, Summer courses, Seminars and workshops
2. The awareness that 'Knowledge challenges of the 21st century' that NKC anticipated could be addressed only through research was imparted through classes.
3. Staff forums are used to encourage faculty for career advancement and to instil and promote research aptitude.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library automation except purchase completed. Direct access provided to peer readers among students on request.

ICT used for resource sharing through and Networking facility is added to office.

Training sessions for technological orientation of faculty, supporting staff and students are conducted with every new significant device addition.

Statistics department conducts survey about infrastructural facilities and need for addition and it is communicated to the Principal and the Board of Management.

6.3.6 Human Resource Management

The college uses the opportunities available and also creates opportunities for human resource training and development. The overall effort is to orient the energies of students to realize the goals of the nation in the field of higher education and national development

6.3.7 Faculty and Staff recruitment

Appointment of teachers and supporting staff are conducted according to UGC regulations and Kerala Service Rules and university statute. Vacancies are notified in national news papers and applicants are recruited by a duly constituted body formed according to the instructions of Higher

6.3.8 Industry Interaction / Collaboration

Factory visits, industry linkages for student projects in Science are conducted. Some projects are done in collaboration with local bodies. Department of Commerce has set up industry connections as well as linkages with financial institutions. Faculty of arts and Language departments have tie-up with Folklore Academy, Folkland and Sahithya Academy and other cultural institutions

6.3.9 Admission of Students

Admission of students to various courses is conducted according to University regulations and Kerala Government rules satisfying all constitutional responsibilities of reservation stipulated from time to time and also observing standards of merit.

6.4 Welfare schemes for

| Schemes | Teaching | Non teaching |
|-------------------------------|---|------------------------|
| Annual Paid vacation | ✓ | Vacation staff |
| Group insurance | ✓ | ✓ |
| Maternity and paternity leave | ✓ | ✓ |
| State Life Insurance | ✓ | ✓ |
| Provident fund | ✓ | ✓ |
| Group Insurance | ✓ | ✓ |
| Family Benefit Scheme | ✓ | ✓ |
| Casual leave | 15 days | 20 days |
| Ten days commuted leave | ✓ | ✓ (Surrender facility) |
| Cooperative Credit Society | ✓ | ✓ |
| 6.5 Students | Scholarships, Remedial coaching, Tutorials , Merit & Merit-cum-Means Scholarships. Group Insurance for all students, Career counselling, Personal counselling, Book bank scheme, Stipend for SC/ST students | |

Total Corpus fund generated: 15 lakhs (PTA)

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 | ✓ | DD, DCE, University | Yes | IQAC |
| Administrative | ✓ | DD, DCE | - | - |

6.8 Does the University/ Autonomous College declare 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?

1. Minimum attendance required is 75 %.
2. Students are given chance for improvement of results.
3. If the results are not up to the expectation, the student is allowed to apply for reevaluation and recounting.
4. Uniformity is ensured through centralized camp valuation in most cases.
5. Minimum marks for course (paper) was introduced when the mark system was implemented.

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

University supports the policy of autonomy and promotes it through circulars, questionnaires and academic and administrative feedback demanded from the college.

6.11 Activities and support from the Alumni Association

Departmental alumni associations are supportive in the case of resource sharing, mobilization of funds for various projects in departments.

6.12 Activities and support from the Parent – Teacher Association

PTA is a constituency that supports the college in all developmental activities.

It pays in part expenditures towards guest salary, cash awards, financial assistance to departments for seminars and journals, Jersey for sports stars, student's aid in case of sudden ailments, drinking water points, infrastructural requirements. PTA provides Noon Meals to economically weaker students..

6.13 Development programmes for support staff

Training in office correspondence and drafting are also given by the college faculty as an IQAC initiative.

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

The projects of earlier years continued with some additions to keep the eco-friendliness of the institution:

1. Roof water collection pond of 8.45 lakh constructed in 2012-13.
2. Nature outfits like Bhoomithrasena, Bio-diversity club, Botany club, forestry club, Zoology club ensure the eco-friendliness of the campus along with NSS and NCC and other nature loving students and faculty.
3. Saplings are planted every year to keep the campus green and reduce carbon emission.
4. Preservation of hillock and the grassland surrounding the campus
9. Vehicle entry into the immediate campus is blocked to reduce campus pollution and encourage the practice of walking. This is also measure to check accidents when vehicles rush through campus space crowded with students.

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.

Open Curve

Teach them Young

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

| Plan of Action | Action Taken |
|--|---|
| <ol style="list-style-type: none">1. Resolved to sensitize the campus community about e-waste Management.2. Resolved to sensitize the college community about the humanitarian rights of the marginalized like transgenders and differently-abled.3. Resolved to encourage the departments to organize seminars surveys etc. on contemporary issues.4. Resolved to suggest to the departments to conduct more number of academic extension programmes for the benefit of the local community. | <ol style="list-style-type: none">1. Students of the science departments made extensive surveys on e-waste. Strategies are being evolved for managing e-waste generated on the campus.2. An interaction with transgender activist Vijayaraja Mallika was arranged by the college students' union. Special volunteer groups are taking care of the differently-abled students.3. Dept. of Economics conducted seminar on demonitisation. The department also conducted a survey on gender disparity in the college.4. Department of English conducted a 30-hour Communicative English course for the primary students of Edanad West L.P. School. |

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

1. Open Curve – Online Platform of Mathematics Department to popularise Mathematics.
2. Teach them Young – Communicative English Training Programme for Primary Student

7.4 Contribution to environmental awareness / protection

1. Campaign against plastic waste, Observing days related to nature, energy and water conservation.
2. Poster exhibition with slogans for sustainable development, Tree planting schemes
3. .NSS , NCC and Forestry Club sessions on sustainable life modes for better 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)

STRENGTHS:

- Outstanding performance of students in university examinations
- Winners of University Arts Festival for 15 years in the 18-year history of the University
- Active Parent Teacher Association (PTA)
- Rainwater harvest pond
- Solar power generation system
- 96 Acres of land as Campus.
- 1000-seater Auditorium (Inaugurated by the Chief Minister of Kerala)
- Seminar Hall of 250 seat capacity.
- Herbal garden and Green House.
- Fruit orchard
- Green, Clean, Plastic-free Campus.
- Museum.
- Well-maintained College Gardens.
- Environment –friendly campus
- Payyanur College Employees Cooperative Credit Society & Store.
- Three Research Centres.
- Promotion of other institutions by land contribution at different times

Total Land Contribution: 36 Acres and 63 cents

WEAKNESSES:

- Insufficient space in the curriculum for research training of students
- No college-owned transportation facilities
- No patents
- No men's hostel
- No crèche
- No compound wall

- No bank/ATM counter
- No large scale paid consultancy
- No international linkages and collaboration
- Communication skill issues of students
- Drop out percentage of students from weaker sections
- Use of conventional energy
- No significant project for water harvest

OPPORTUNITIES

- Personal and Career guidance
- Good teacher-student rapport
- Scope for research and post-graduation in four disciplines
- Chance for upgradation to potential centre of excellence
- Scope to become the area hub of knowledge and research
- Can develop into Sports and Fine arts centre of excellence
- Opportunities for interdisciplinary centres of study

THREATS

- Lack of goal orientation among students
- Absence of job-orientation and application of knowledge in the programmes
- Knowledge gap of students at the entry point
- Drop-out for professional courses
- Lack of motivation and self-drive of first generation students
- Conservative examination and evaluation system
- Lack of compulsory outreach programmes for faculty and students
- Lack of active researches and paid projects for students

8. Plans of institution for next year

1. Completion of the New Building
2. Management Information Software for better coordination
3. Certificate/value added courses to continue
4. Solar Grid connection follow-up
5. Focussed seminars and invited talks
6. Digital Orientation to study materials

Name : Dr.K.C.Muraleedharan



Signature of the Coordinator, IQAC

Name: Dr.K.T.Ravindran



**PRINCIPAL
PAYYANUR COLLEGE
PAYYANUR**

Signature of the Chairperson, IQAC



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 |

Annexure I**ACADEMIC CALENDAR, 2016-17**

| Date | | Activities | Plan | Remarks |
|------------|------------|---|--|---|
| From | To | | | |
| 01-06-2016 | | College opening day. Commencement of classes for V th , III rd Sem UG and III rd Sem PG | Classes starts on 8 june 2017 | |
| 06-06-2016 | | College Council Meeting | Internal matters | |
| 10-06-2016 | | IQAC meeting | | |
| 12-07-2016 | | College Council Meeting | Admission Process | |
| 15-07-2016 | | First semester UG classes begins. | Meeting of first sem students and Parents | Welcome meeting |
| 29-08-2016 | | College Council Meeting | Model examinations | V th & III rd Sem UG and III rd sem PG |
| 01-09-2016 | 07-09-2016 | I Internal examination | For V th and III rd Semester UG | |
| 10-09-2016 | 19-09-2016 | Onam Holidays | | 10 days |
| 20-9-2016 | | College re-opens after Onam Holidays | | |
| 22-09-2016 | 27-09-2016 | I Internal examination | For I st Semester UG and III rd sem PG | |
| 6-10-2016 | 12-10-2016 | II Internal examination | For V th and III rd Semester UG | |
| 20-10-2016 | 24-10-2015 | I Internal examination | For I st sem PG | |
| 22-10-2016 | 1-11-2016 | Study leave | For V th Semester UG | 10 days |
| 5-11-2016 | 15-11-2016 | Study leave | For III rd Semester UG | 11 days |
| 27-10-2016 | 1-11-2016 | II Internal examination | For I st sem UG and For III rd sem PG | |
| 28-10-2016 | | IQAC meeting | NAAC visit | |
| 2-11-2016 | 10-11-2016 | University Examinations | V th Semester UG | |
| 9-11-2016 | 14-11-2016 | II Internal examination | For I st sem PG | |
| 12-11-2016 | 22-11-2016 | Study leave | For III rd Semester PG | |
| 21-11-2016 | 23-11-2016 | Displaying Internal marks | | |
| 16-11-2016 | 29-11-2016 | University Examinations | For III rd Semester UG | |
| 23-11-2016 | 30-11-2016 | Study leave | For I st Semester UG | |
| 23-11-2016 | 5-12-2016 | University Examinations | For III rd Semester PG | |

| | | | | |
|------------|------------|-------------------------|--|----------|
| 30-11-2016 | 6-12-2016 | Study leave | For I st Semester PG | |
| 1-12-2016 | 14-12-2016 | University Examinations | For I st Semester UG | |
| 7-12-2016 | 19-12-2016 | University Examinations | For I st Semester PG | |
| 24-12-2016 | 02-01-2017 | Christmas Holidays | | 10 days |
| 3-1-2017 | | College re-opening day | After X-mas holidays | |
| 19-01-2017 | 24-01-2017 | I Internal examination | For VI th and IV th Semester UG | |
| 26-02-2017 | 31-02-2017 | I Internal examination | For II nd Semester UG and IV th Semester PG | |
| 09-02-2017 | 14-02-2017 | I Internal examination | For II nd Semester Semester PG | |
| 23-02-2017 | 28-02-2017 | II Internal examination | For VI th and IV th Semester UG | |
| 01-03-2017 | 07-03-2017 | II Internal examination | For II nd Semester UG and II nd & IV th Semester PG | |
| 02-03-2017 | | College Council meeting | Study leave and internal marks | |
| 18-03-2017 | 29-03-2016 | Study leave | For VI th Semester UG | 12 days |
| 23-03-2017 | 28-03-2016 | Internal marks | Publishing result of UG and PG | |
| 30-03-2017 | 07-04-2016 | University Examinations | For VI th Semester UG | |
| April | May | Summer Vacation | | 2 Months |
| 11-04-2017 | 25-04-2016 | University Examinations | For IV th Semester UG | |
| 26-04-2017 | 05-05-2016 | University Examinations | For I st Semester UG | |

Annexure II

STUDENT FEEDBACK FORM (2016-17)

| PART A. FEEDBACK ON THE COLLEGE | | | | | | |
|---------------------------------|--|-----------|------|---------|------|-----------|
| No | Item | Very good | Good | Average | Poor | Very poor |
| 1 | General Academic atmosphere of the college | 31 | 61 | 7 | 1 | 0 |
| 2 | Library facilities in the college | 60 | 34 | 6 | 0 | 0 |
| 3 | Laboratory facilities in the college | 11 | 56 | 33 | 0 | 0 |
| 4 | Computer access | 20 | 42 | 29 | 9 | 0 |
| 5 | How far is the college office student friendly? | 15 | 41 | 38 | 5 | 1 |
| 6 | Campus atmosphere | 40 | 45 | 13 | 2 | 0 |
| 7 | College's effort to promote sports and games | 48 | 39 | 8 | 4 | 1 |
| 8 | College's effort to promote arts and cultural activities | 57 | 40 | 3 | 0 | 0 |
| 9 | College's effort to promote NSS/NCC activities | 55 | 33 | 9 | 3 | 0 |
| 10 | Service of Parent Teacher Association | 40 | 43 | 10 | 7 | 0 |
| 11 | Role of Management | 17 | 45 | 31 | 4 | 3 |
| 12 | Student teacher relationship | 44 | 40 | 13 | 3 | 0 |
| 13 | Transport facility | 19 | 32 | 34 | 12 | 3 |
| 14 | College union activities | 32 | 44 | 19 | 3 | 2 |
| 15 | Opinion about the tutorial system | 25 | 48 | 22 | 3 | 2 |
| 16 | Internal assessment system | 18 | 42 | 30 | 8 | 2 |
| 17 | Infrastructure facilities | 20 | 43 | 29 | 8 | 0 |
| 18 | Recreational facilities | 11 | 33 | 37 | 18 | 1 |
| 19 | Hostel facilities | 10 | 44 | 37 | 6 | 3 |
| 20 | Service of the Career information and guidance centre | 19 | 23 | 46 | 7 | 5 |
| 21 | Service of the counseling centre | 1 | 15 | 48 | 28 | 8 |
| 22 | Service of the remedial coaching centre | 25 | 18 | 45 | 25 | 10 |
| 23 | Campus cleanliness | 8 | 41 | 34 | 14 | 3 |
| 24 | Canteen facility | 7 | 24 | 40 | 21 | 8 |

| | | | | | | |
|----|---------------|---|----|----|---|---|
| 25 | College store | 9 | 52 | 31 | 6 | 2 |
|----|---------------|---|----|----|---|---|

PART B. FEEDBACK ON THE DEPARTMENT/PROGRAMME OF STUDY

| | | | | | | |
|----|---|----|----|----|----|---|
| 1 | Rate your interest on the subject of study at the time of joining | 47 | 44 | 8 | 1 | 0 |
| 2 | Rate your interest on the subject of study now | 30 | 46 | 20 | 4 | 0 |
| 3 | Internal assessment system in the dept. | 37 | 49 | 10 | 4 | 0 |
| 4 | Student teacher relationship | 43 | 46 | 9 | 2 | 0 |
| 5 | Library facilities in the dept. | 42 | 46 | 9 | 3 | 0 |
| 6 | Laboratory facilities in the dept. | 23 | 58 | 19 | 0 | 0 |
| 7 | Computer facilities in the dept. | 13 | 62 | 9 | 16 | 0 |
| 8 | Infrastructure | 12 | 55 | 22 | 11 | 0 |
| 9 | General atmosphere of the department | 31 | 45 | 20 | 4 | 0 |
| 10 | Support for extracurricular activities(arts/sports/NCC/NSS etc) | 31 | 49 | 16 | 4 | 0 |
| 11 | Rate the syllabus | 17 | 42 | 33 | 8 | 0 |
| 12 | Support in student issues (health, academic etc) | 27 | 49 | 18 | 6 | 0 |

PART C. FEEDBACK ON TEACHERS

| No | Item | Very good | Good | Average | Poor | Very poor |
|----|--|-----------|------|---------|------|-----------|
| 1 | Communication skills | 37 | 54 | 8 | 1 | 0 |
| 2 | Interest generated in the subject | 30 | 50 | 17 | 2 | 1 |
| 3 | Access to the teacher in and out of the class | 33 | 47 | 16 | 4 | 0 |
| 4 | Ability to integrate syllabus with environment and society | 17 | 46 | 28 | 8 | 1 |
| 5 | Knowledge base (as perceived by you) | 23 | 59 | 13 | 5 | 0 |
| 6 | Sincerity/commitment | 16 | 62 | 18 | 1 | 3 |
| 7 | Approach/ attitude to students | 34 | 51 | 12 | 1 | 2 |
| 8 | Completion of portions allotted | 37 | 38 | 20 | 4 | 1 |
| 9 | Support in extracurricular aspects | 29 | 41 | 26 | 3 | 1 |
| 10 | Availability in the department | 38 | 51 | 7 | 4 | 0 |
| 11 | Support in personal issues | 24 | 39 | 24 | 7 | 6 |
| 12 | Support in student issues (health,academic etc) | 24 | 41 | 26 | 6 | 3 |

Annexure III

BEST PRACTICE

Best practice 1:

1. Title of the Practice: OPEN CURVE

2. **Goal:** To reach out to people interested in Mathematics through mother tongue and to generate interest in Mathematics in the young generation. To provide a platform for collaborative learning of Mathematics.
3. **Context:** There is a dearth of materials on Mathematics in the native language Malayalam. Even the very few things available are not of popular reading nature. This situation triggered the thoughts of the Mathematics Club and Mathematics Alumni Association to venture into the creation of an online platform to share and popularise mathematical knowledge.
4. **Practice:** Open Curve is an internet service for mathematics students and teachers maintained by the faculty and students of the department of Mathematics, Payyanur College. It uses the power of the web to learn mathematics and improve math education and serves both as a collaborative blog and an online community of students and teachers. It allows users to ask questions, submit answers, seek expert opinion and provides a platform for team problem solving. It is also a source of math related resources, softwares and online tools.
5. **Evidence of Success:** The large number of visits that this website gets is the indicator of its success. Within a few months, it has achieved reasonably good popularity.
6. **Challenges:** Lack of availability of experts writing articles in Mathematics is a major challenge.

Best practice 2:

1. Title of the Practice: TEACH THEM YOUNG

2. **Goal:** To enhance the English communication skills of primary students and to enable them to be confident in the use of this international language.
3. **Context:** Lack of effective communication skills in English has always been a problem for the people of the rural area where the college is situated. Even for the graduates English is a hard nut to crack. The department of English has been thinking of an intervention into this issue. In the previous years, the department has taken initiatives to improve the English communication skills of the students of the college. Realising that it will be best if we can start our intervention at an early stage itself, the department was planning to reach out to the schools. It was at this time that the authorities of Edanad West L.P. School sought the support of the college in English enrichment. This situation paved the way for the genesis of the project Teach them Young.
4. **Practice:** As part of the project the department of English is providing a 30-hour long training for the students of 3rd and 4th standard of the school. A syllabus is prepared for the same. ICT based contents are delivered. Actions, role plays etc. for the major strategies used. The functional

approach to language learning is employed. Classes are handled by the faculty and the PG students of the department.

5. **Evidence of Success:** A perceptible difference was felt in the confidence of the participants in using English and in their overall communication ability. The feedback about the programme shared in the school's PTA meeting was also highly rewarding. The school has also publicised it as a main attraction of their school and it has led to an increase in the number of admissions in the school, at a time when the govt. and aided schools are finding it difficult to get new admissions.
6. **Challenges:** The clash of college and school working hours has been a minor challenge. So also the tight academic schedule of the school curriculum. Still classes were conducted invariably on all Mondays (3.00 to 4.00 pm).
