

PAYYANUR COLLEGE, PAYYANUR

(Affiliated to Kannur University)

P.O. EDAT, PAYYANUR

KANNUR DISTRICT

KERALA STATE - 670327

www.payyanurcollege.ac.in



ANNUAL QUALITY ASSURANCE REPORT 2007- 08

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

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The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

I. Details of the Institution

1.1 Name of the Institution

PAYYANUR COLLEGE

1.2 Address Line 1

EDAT

Address Line 2

PAYYANI IR

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:

K. Narayanan

Tel. No. with STD Code:

0497 280 5521

Mobile:

9447763282

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879): 2007/015

1.4 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR201213.doc>

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A	8.52	2007	5 YEARS

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

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

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)

1.9 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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

Nil

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

NA

University with Potential for Excellence

NA

UGC-CPE

NA

DST Star Scheme

NA

UGC-CE

NA

UGC-Special Assistance Programme

✓

DST-FIST

NA

UGC-Innovative PG programmes

NA

Any other (Specify)

-

UGC-COP Programmes

NA

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="7"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="1"/>
2.3 No. of students	<input type="text" value="1"/>
2.4 No. of Management representatives	<input type="text" value="2"/>
2.5 No. of Alumni	<input type="text" value="1"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="1"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="-"/>
2.8 No. of other External Experts	<input type="text" value="1"/>
2.9 Total No. of members	<input type="text" value="14"/>
2.10 No. of IQAC meetings held	<input type="text" value="2"/>
2.11 No. of meetings with various stakeholders:	No. <input type="text" value="9"/> Faculty <input type="text" value="3"/>
	Non-Teaching Staff <input type="text" value="2"/> Students <input type="text" value="2"/> Alumni <input type="text" value="1"/> Others <input type="text" value="1"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes <input type="text" value="-"/> No <input checked="" type="checkbox"/>
If yes, mention the amount	<input type="text" value="0"/>
2.13 Seminars and Conferences (only quality related)	
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC	
Total Nos.	<input type="text" value="2"/> International <input type="text" value="NI"/> National <input type="text" value="NI"/> State <input type="text" value="NI"/> Institution Level <input type="text" value="2"/>
(ii) Themes	<input type="text" value="1. NEED FOR QUALITY ASSURANCE 2. QUALITY MANAGEMENT"/>
2.14 Significant Activities and contributions made by IQAC	
	<input type="text" value="1. Awareness-raising programmes on Quality Assurance (Academic and infrastructural) 2. Teaching innovations 3. Application of IT in classroom"/>

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. ICT supported teaching and learning for Combined Classes also. 2. Structured Class tests, Quiz and Random tests 3. Promotion of Campus recruitment 4. Ladies Hostel construction (Peer Team recommendation (No.2) 5. Chemistry Lab renovation 6. Two Parking lots for staff and students 7. Office automation 8. Green and Clean Campus Project – Phase 2	1. Seminar Hall was mounted with a projector and minimum five classes a year for each batch were conducted with audio-visual facilities. 2. Identification of learner-difficulties and proper focus to Remedial Coaching. 3. Four Campus recruitment drives - 9 got selected 4. Paper works for UGC sanctioned fund utilization started. 5. Resource identified and work started. 6. Finished and started service. 7. Admission and some other services computerized. 8. Botany Orchard project launched

* 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

Discussed the key indicators and passed 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	3	0	0	0
UG	13	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	19			
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	3
Trimester	0
Annual	13

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. Only minor revisions since a major restructuring was under planning.

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	64	13	51	Nil	0

2.2 No. of permanent faculty with Ph.D. 14

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	Nil	Nil	0	0	0	0	0	0	0	0

2.4 No. of Guest and Visiting faculty and Temporary faculty 14 NIL NIL

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	2	42	29
Presented papers	2	2	3
Resource Persons	0	0	0

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

1. Use of ICT in class rooms, common and core.
2. Use of technology in resource gathering and sharing.
3. One Week long classes to bridge the knowledge gap for freshers.
4. Subscribes high quality research journals.
5. In class training for enhancing communication skills.
6. Invited lectures for knowledge updating.
7. Class tests and quizzes on topics prescribed.
8. Use of online resources like videos and powerpoints

2.7 Total No. of actual teaching days 199
during this academic year

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

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 14 2 0

2.10 Average percentage of attendance of students 96

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
Mathematics PG	14	71	22	00	00	93
Mathematics UG	36	53	28	11	08	100
Physics PG	08	63	12	25	00	100
Physics UG	32	59	19	19	03	100
Chemistry PG	9	67	11	11	00	89
Chemistry UG	32	56	22	16	00	94
Zoology UG	31	61	29	10	00	100
Botany UG	23	26	44	13	04	87
Hindi UG	24	67	17	08	04	96
Functional Hindi UG	31	71	16	03	10	100
Malayalam UG	33	30	36	15	15	96
English UG	33	18	21	30	21	90
History UG	38	00	16	29	34	79
Political Science UG	42	05	71	10	12	98
Economics UG	48	23	27	23	25	98
B Com UG	46	41	17	13	7	78

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

1. Recommended ICT supported teaching and learning for Combined Classes also.
2. Suggested structured Class tests, Quizzes and Random tests
3. Recommended exclusive doubt-clearing sessions every week as part of the tutorial work
4. Chemistry Lab renovation planned for better ambience for experimental studies.
6. Academic audit conducted to identify SWOT and departments were instructed to address issues.
7. Recommended National Seminar with multi-departmental cooperation.
8. Lesson plans and Progression Report at the departmental level for self monitoring. .
9. Introduced college level seminars for faculty and student empowerment through discipline-based and interdisciplinary knowledge production and transfer.

2.13 Initiatives undertaken towards faculty development 9

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	2
UGC – Faculty Improvement Programme	2
HRD programmes	1
Orientation programmes	0
Faculty exchange programme	Nil
Staff training conducted by the university	Nil
Staff training conducted by other institutions	0
Summer / Winter schools, Workshops, etc.	0
Others (other organizations)	4

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	27	Nil	nil	nil
Technical Staff	12	Nil	nil	nil

Criterion – III

3. Research, Consultancy and Extension

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

1. Measures suggested for subscription of more standard and interdisciplinary journals in the library and departments.
2. Orientation provided to develop research aptitude among the faculty
3. Requested the Management to provide incentives to faculty for academic achievements and research activities of amateur and professional orientation.
4. All constituencies of the college were requested to promote innovativeness and research at all levels.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	1	0	0
Outlay in Rs. Lakhs	0	5.7	0	0

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	10	0	0
Outlay in Rs. Lakhs	0	5.38	0	0

3.4 Details on research publications

	International	National	Others
Peer Review Journals	6	3	
Non-Peer Review Journals			3
e-Journals			
Conference proceedings	2		

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	(1) 2007-12	UGC	5.7	300000
Minor Projects	10	UGC	5.38	2,15000
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	11	0	11.08	5,15000

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	1	1	4	-	40
Sponsoring agencies	Maths Club, PTA & Management	Staff, PTA & Management	PTA, Management	-	PTA, Students and staff

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		nil
International	Applied	nil
	Granted	nil
Commercialised	Applied	nil
	Granted	nil

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 State level
National level International level

3.25 No. of Extension activities organized; University forum College forum

NCC NSS Any other

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

- Literacy classes for the public.
- Blood donation awareness class.
- Campaign for hygiene and plastic waste collection in the neighbourhood
- Herbal garden, Green house and Museum as learning sites for school students
- Exhibitions for promotion of various disciplines
- Promising Youngsters coaching camp in Football and Volleyball
- Exposure sessions to ancient languages like Brahmi script
- Film festivals for students of the neighbourhood.
- Led the survey by the Department of Community Medicine, Pariyaram Medical College on the need for sex education.
- Performance sessions to promote traditional arts forms like Kathakali

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	nil	-	96
Class rooms	44	0	-	44
Laboratories	10	0	-	10
Seminar Halls	2	0	-	2
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				

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	39233	2441019	991	218056	40224	2659075
Reference Books	555	204830	11	7880	566	212710
e-Books	Dept only	0	0	0	0	0
Journals	50	32520	3		53	32485
e-Journals	0	0	0	0	0	0
Digital Database	0	0	0	0	0	0
CD & Video	200	33738	5	500	205	34238
Others (specify)	0	0	0	0	0	0

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	55	1	55	2	-	2	15	-
Added	05	0	5	-	-	-	-	-
Total	60	1	60	2	-	2	15	-

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

Teachers and students given training for browsing and collection of resources

4.6 Amount spent on maintenance in lakhs :

i) ICT	0.6
ii) Campus Infrastructure and facilities	14.11
iii) Equipments	0.2
iv) Others	00
Total :	14.91

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. Planning College calendar, detailed awareness sessions for freshers, the college site, departmental and IQAC awareness sessions with emphasis on SSP:
2. Putting in place information services like announcements (direct to class speaker system), notice boards, class room announcement with discretion
3. Recommending delegation of faculty members to steer each service organ (for instance, Faculty-in-charge of Scholarships) and forming cells and committees.
4. Creating awareness both among the faculty and students by providing instances, designing posters, literature and guidelines for effective discharge of their services towards satisfying the key indicators of UGC and NAAC

5.2 Efforts made by the institution for tracking the progression

1. Feedback from stakeholders, periodical review meetings, tutorial sessions, Result analysis, College Council, IQAC and Department audit of projects and practices.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1445	60	29	-

(b) No. of students outside the state

0

(c) No. of international students

0

Men	No	%	Women	No	%
	493	32		1042	68

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
379	276	7	882	3	1547	381	285	9	856	4	1535

Demand ratio 1:18

Dropout % 0.8

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

Career Guidance cell provides information about coaching classes for competitive examinations and conduct competency building sessions if demanded.

No. of students beneficiaries

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

1. Interaction with experts to impart knowledge to the students on different streams of higher education (both in India and overseas) that they can pursue.
2. Group counselling sessions to all students and individual sessions for the needy.
3. Personality development sessions steered by experts to improve the confidence level and the soft skills and employability skills of the students there by motivating and equipping them to attain higher goals.

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
4	20	9	20

5.8 Details of gender sensitization programmes

1. The Women's forum (SUMANA) advocated the cause of the women on the campus and conducted consciousness-raising sessions
2. Exclusive Girl Students forums like MATHRUKAM and SNEHITHA also rally the cause of gender equality and conduct gender rights awareness classes
3. Contextualization of gender justice in classroom interactions.

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	17	15000
Financial support from government	319	690662
Financial support from other sources	36	340129
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: Residential problems of women students

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.
- Exposure to Information and Communication Technology and adaptation of it to Teaching, Learning, Evaluation and Research and also to other local needs.

6.2 Does the Institution have a management Information System

No. But efficient management is ensured, though not through a software-integrated system

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

6.3.1 Curriculum Development

The curriculum development is the exclusive prerogative of the University and the college makes interventions through faculty included in the Boards of Studies, Academic Council and such bodies. The strategies initiated to improve the quality of the curriculum are:

1. Feedback on curriculum taken from students and Faculty are analyzed and the findings are brought into the notice of the authorities by Faculty Members in BOS.
2. The faculty while transacting the curriculum enrich it with references and additional reading instructions and some tutorial sessions are used for making up the shortages of the syllabus to a certain extent.
3. Faculty who are social activists and educational experts address such issues in their respective forums and organs.

6.3.2 Teaching and Learning

General Measures: Inspires the faculty to continuously innovate teaching by reference to Journals, Online resources, books, news paper articles (Sunday Education pages). Sophisticated learning strategies put in place: ICT, audio-visual , discussions and debates, presentations. Quality faculty appointments are ensured by the selection committee.

Specific steps taken in this line are:

1. Institution prepares academic calendar, encourages special classes, ensures finishing of portions satisfactorily, arranges educational camps and study tours, and provides them notes for better comprehension.
2. Remedial coaching classes with confidence building sessions are organized for difficult subjects.
3. Each department adopts student-friendly methods to promote teaching-learning activities.

6.3.3 Examination and Evaluation

Class tests, Quizzes, random tests, oral tests, Model examinations

6.3.4 Research and Development

1. Inspiring the faculty to utilize opportunities provided for research and knowledge updation by UGC like FDP, Refresher and Orientation programmes, Summer courses, Seminars and workshops
2. Staff forums are used to encourage faculty for knowledge advancement and to instil and promote research aptitude.
3. Senior student projects in digital form accessible to freshers in some departments

6.3.5 Library, ICT and physical infrastructure / instrumentation

Machine Logic advanced software package for computerization of the library, flexible timing for addressing local needs, personal access to students if needed.

ICT promotion and resource sharing through IT, Net facility in all departments and all computers are net connected. College level training sessions for technological orientation of faculty and students are conducted.

Addition to existing infrastructure and timely maintenance. (The new Chemistry lab by resources generated from organizations like Rotary club.)

Construction of parking sheds at the entry point for faculty, students and visitors.

Electrification of classrooms, fresh water outlets and vast, sprawling and green campus space

Plug and play arrangement in the seminar hall.

6.3.6 Human Resource Management

Appointment of teachers according to UGC norms and career advancement schemes for faculty

A long tradition of fine arts promotion and sports facilities along with excellent result oriented coaching for holistic development of students.

NSS, NCC and more than twenty cultural, literary and science forums for the all-round development of the stakeholders.

Elected College Union to instil knowledge of parliamentary system and principles of democracy and secularism to the young and coming up citizens.

6.3.7 Faculty and Staff recruitment

Appointment of teachers and supporting staff are conducted according to UGC norms and Kerala Service Rules. The vacancies are notified in national news papers and applicants are recruited by a duly constituted body formed of the subject expert nominated by the University, a Government nominee, Management representatives and the Principal. The selection has to be approved by the University and the Deputy Director of Education for regularization and there is also one year of probation.

Post-graduation with NET and/or PhD in the subject is considered as the minimum qualification for appointment. Rules are the same for the appointment of guest faculty also.

6.3.8 Industry Interaction / Collaboration

Departments set up linkages with industrial firms, local bodies and banks for student projects.

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 Staff and students

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	✓	✓

Students	Scholarships, Remedial coaching, Counseling centre, Tutorials ,Students Cooperative store, Merit & Merit-cum-Means Scholarships , Group Insurance for all students, Career counseling, Personal counseling, Book bank scheme, Stipend for SC/ST students
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6.5 Total corpus fund generated

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	No	-	✓	IQAC
Administrative	✓	DD	No	-

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. 75 % attendance made compulsory for attending annual examination.
2. Chance for improvement of results.
3. Revaluation and recounting facility
4. Camp and Home valuation as per requirement.

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

University promotes a move towards autonomy by highlighting the need for it in circulars, questionnaires and academic and administrative feed back demanded from the college.

6.11 Activities and support from the Alumni Association

Both College Alumni association and Departmental Associations are supportive in the case of resource sharing, mobilization of funds on occasions like the auditorium construction, and seminars. Bigger projects are suggested for consideration.

6.12 Activities and support from the Parent – Teacher Association

Financially and morally supportive. Meets half the amount of guest faculty salary.

Takes up and dutifully finishes small and essential projects for the developments of the college like networking, installation of drinking water outlets, small scale maintenance of infrastructure, Journals for the departments and supportive funding for seminars.

6.13 Development programmes for support staff

The college conducts short duration computer training sessions.

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

1. More landscaping to prevent soil erosion and increase water percolation
2. Planting of more trees for shade and conservation
3. Fruit garden and flower gardens
4. Botany herbal garden and orchard
5. Preservation of hillock and the grassland surrounding the campus
6. Road divider designed as an island flower garden
7. Well-ventilated, wide-windowed classrooms for reducing electricity consumption
8. Open-air classes whenever possible
9. Restricted entry of vehicles to heartspace of the campus reduce carbon emission

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.

1. Launched Entrepreneurship Development Club for cultivating business skills, skill in resource management and self employment. (Commerce)
2. Individual projects and seminar by students (Mathematics)
3. Cultural and Environmental Trips (English)
4. Herbal Garden and Orchard (Botany)
5. Butterfly Garden (Zoology)
6. Promotion of traditional art forms (Malayalam)

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
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<ol style="list-style-type: none"> 1. ICT supported teaching and learning for Combined Classes also. 2. Structured Class tests, Quiz and Random tests 3. Promotion of Campus recruitment 4. Ladies Hostel construction (Peer Team recommendation (No.2) 5. Chemistry Lab renovation 6. Two Parking lots for staff and students 7. Office automation 8. Green and Clean Campus Project – Phase 2 	<ol style="list-style-type: none"> 1. Seminar Hall was mounted with a projector and minimum five classes a year for each batch were conducted with audio-visual facilities. 2. Integrated into the classroom transaction. 3. Four Campus recruitment drives - 9 got selected 4. Paper works for UGC sanctioned fund utilization started. 5. Resource identified and work started. 6. Finished and started service. 7. Admission and some other services computerized. 8. Botany Orchard project launched
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7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

1. BUTTERFLY GARDEN	2. Mango and Fruit orchard
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**Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

<ol style="list-style-type: none"> 1. Energy and Water use studied to see how matters stand for regulating the use and promoting saving and conservation measures 2. Various organizations celebrated World Environment day by planting trees and conducting awareness programmes 3. Waste baskets installed to avoid littering 4. Campaigns to reduce the use of plastic in the college and neighbourhood and collection of littered plastics in the habitations nearby were conducted.
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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:

- 1500 potential students and about 100 resourceful staff members.
- NAAC accreditation with A Grade.
- Outstanding no. of ranks (219), pass percentage: 93.6 %
- University Arts festival winners for the last five consecutive years
- Active Parents Teachers Association (PTA).
- Strong constituencies
- Asphalted 600 meters road access from the Calicut- Mangalore National Highway.
- Uninterrupted drinking water supply.
- Safe and uninterrupted power supply to the college (with a separate transformer).
- 104 Acres of land as Campus.
- 18 big and small structures for academic, administrative, sports and other related supporting services.
- New Laboratory for Chemistry.
- UGC aided Life science Block
- Computer lab (MP Fund).
- 1000-seater Auditorium (Inaugurated by the Chief Minister of Kerala)
- UGC Aided Library Block.
- Computerized (except purchase) library.
- Computerization of Admission, Salary , PF and Arrear Work
- Seminar Hall of 250 seat capacity.
- Mini Conference Hall – 30 seater – attached to Principal’s Chamber
- Health Centre.
- Herbal garden and Green House.
- Green, Clean, Plastic-free Campus.
- Waste collection bins (District Cooperative Bank sponsored), Separate Laterite pits for bio-degradable and non-degradable waste disposal.
- Museum.
- Spacious Canteen and simple, hygienic food at reduced rates.
- Landscaped Campus.
- Well-maintained College Gardens.
- Football, Volleyball and Basketball Courts.
- Timely maintenance and protection of the existing structures.
- Water conservation pits.
- Payyanur College Employees Cooperative Credit Society & Store.
- Three Research Centres.

- Public Bus-Waiting Shelter at the College Stop (In memory of Sri.P.Appukuttan, former student who died in an accident) contributed by staff and students.
- Promotion of other institutions: The Managing Committee of Payyanur College has liberally contributed land to the following institutions helping them to stabilize and grow. The generous attitude of the Payyanur Educational Society has converted this locality into an educational complex:
 - The Kendriya Vidyalaya , Payyanur: 15 acres
 - National Cadet Corps: 3 acres
 - Sree Sankaracharya Sanskrit University, Payyanur Centre: 3 acres
 - Kannur University: 10 acres (Payyanur Centre)
 - Payyanur College Employees Cooperative Credit Society: 10 cents
 - Anganavadi, Cherat: 3 cents
 - Demarked for PES Vidyalaya: 5 acres
 - Pollution Control Board Research Lab: 50 cents (Government sanction pending)
 - Permitted for Plantation only: 20 hectares (Karayil Yuvajanatha Kalasamithi)

Total Land Contribution: 36 Acres and 63 cents

WEAKNESS:

- 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
- Modernization of some classrooms
- Drop outs due to religious and economic reasons

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
- Insufficient financial support schemes and scholarships for students

8. Plans of institution for next year

The institutional plan for 2008-09 was designed taking into account some of the relevant key aspects of the Eleventh Five Plan objectives (2007-12):

- **Empowerment through education**
 1. Infrastructure development: Reconstruction of Chemistry lab with the financial aid from Rotary Club, Payyanur. 2. Measures taken to start the Hostel construction work 3. Ensure active participation of faculty in Curriculum Restructuring workshops. 4. Intensive coaching for moulding quality graduates
- Reduction of gender inequality: Identified lack of education as the basic reason for insensitivity to inequalities and so the gender inequality can be reduced by bringing more women to higher education and by addressing the dropout rate of women students through awareness sessions and motivation classes.
- Environmental sustainability: Resolved to take conservation activities forward as one of the best practices.
- Rapid and inclusive growth.(Poverty reduction): Noon-meal programme to continue as a mark of inclusiveness and poverty alleviation: within the institution
- Emphasis on social sector and delivery of service therein: More outreach programmes and social connectivity. Faculty to gear-up their services to students and the larger community outside using all the forums available in the college. .

Name: Dr K C Muraleedharan

Name: Dr P Balakrishnan

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

_____*_*_*_____

Annexure I Academic Calendar: 2007 – 08 : UG PROGRAMMES – NON-SEMESTER

First Term: 4.6.07 to 24.8. 07			
Month	Date	No of Working Days	
June 2007	4-30	20	
July 2007	1-31	22	
August 2007	1-31	17	Onam holidays: 25.8.07 – 3.9.07 (10 days)
Total		59 days	
Second Term (4.9.2007 – 22.10.07			
September 2007	4-30	18	
October 2007	1-31	22	
November 2007	1-30	21	
December 2007	1-21	14	X-mas holidays: 22.12.07 – 30.12.07 (9 days)
Total		75 days	
Third Term (31.12.07 – 31.3.07			
December 2007	31	1	
January 2008	1-31	23	
February 2008	1-29	20	
March 2008	1-31	21	
Total		65 days	

ACADEMIC CALENDAR – 2007-08 - PG PROGRAMMES – SEMESTER

First Semester: 17.7.07 to 30.11. 07			
Month	Date	Working Days	
July 2007	1-31	16	
August 2007	1-31	17	

September 2007	1-30	18	Onam holidays: 25.8.07 – 3.9.07 (10 days)
October 2007	1-31	22	
November 2007	1-30	21	
Total		94	First semester PG exam: 26.11.2007 onwards
Second Semester: 1.12.07 – 31.3.2008			
December 2007	1-31	15	X-mas holidays: 22.12.07 – 30.12.07 (9 days)
January 2008	1-31	23	
February 2008	1-29	20	
March 2008	1-31	21	
Total		79 days	II Semester PG exams: May 2008 (University Exam Calendar 2008)
Third Semester – Second year: (01.06.07 – 31.10.07)			
June 2007	1-30	20	
July 2007	1-31	22	
August 2007	1-31	17	
September 2007	1-30	18	Onam holidays: 25.8.07 – 3.9.07 (10 days)
October 2007	1-31	22	
Total		99 days	III Sem PG exams: 29 -10.07 onwards (University Exam Calendar 2008)
Fourth Semester – Second year: (01.11.07 – 31.3.08)			
November 2007	1-30	21	
December 2007	1-31	15	X-mas holidays: 22.12.07 – 30.12.07 (9 days)
January 2007	1-31	23	
February 2007	1-29	20	
March 2007	1-31	21	
Total		100 days	IV Sem PG exam: April 2008 (University Exam Calendar 2008)

Annexure 2: Best Practices 1

Title: Butterfly garden

Objectives:

- 1) Conservation of plants and animals especially butterflies
- 2) Practical environmental education

Context: The faculty and students of the department of Zoology in the course of campus field trips and project work realized the shocking decimation of butterfly population in general and the near extinction of certain species of moths and butterflies in particular. This realization coincided with the enlightening judgment of the Hon. Supreme court urging educational authorities to introduce environment-sensitive content in all undergraduate courses. The situation called for real action from students of biological sciences especially. Since habitat destruction and fragmentation caused largely by human interventions was the major reason for the depletion of butterflies, the department felt that the situation can be reverted at least in a small way by setting up a butterfly garden or conservatory in the college and thereby taking conservation education beyond the class rooms. By maintaining an ideal habitat, with host plants, moisture and protection, many species of plants and animals could be conserved. Besides a means of conservation, this butterfly park would also serve as a bio-lab for in situ study of the biological patterns of symbiotic relationships with live specimen. The practice acquires commendable dimensions as it is a concerted attempt to preserve the beautiful fluttering people of nature often described as ecological indicators on account of their high sensitivity to environment.

Practice: An area (about 0.5 ha) behind the Zoology department was selected for the project. The project was funded by Rotary club and with their support the area was fenced and fixed with an entrance gate. Three types of plants viz. flowering plants (that provide nectar source for butterflies) host plants (that provide food source for the butterfly larvae) and alkaloid plants (that provide pheromonal source for male butterflies) were planted in the garden. The third type of plants is the real attraction of a butterfly garden where aggregations of butterflies are seen in the spring season.

Impact: The garden was maintained by the students themselves, and they did it voluntarily and with dedication which made them more responsible and research-oriented. Visitors from and outside the campus turned the site into an active place of learning in the seasons giving the practice a huge social dimension. Altogether, the butterfly park gave a practical orientation to the programme of study helping the department to fulfil its role in shaping an environment-friendly generation.

Challenges: The area with laterite soil difficult for the plants to establish well was the major challenge. Filling the spot with good soil and ensuring water connectivity in summer months are real issues. A greenhouse like enclosed chamber is required for releasing butterflies and rearing plants.

Best Practices 2

Title: Mango and Fruit Orchard

Objectives:

- 1) Conservation of decimated traditional and local varieties of mango trees nascent to Payyanur region of Kannur District, Kerala along with other fruiting species facing gradual decline in number.

2) Practical environmental education for members of the Forestry Club and gradual setting up of a Gemplasm.

Context: The forestry club of Payyanur College took up the work of setting up a Fruit Orchard and maintaining it in the context of the realization that mango tree which is native to South and Southeast Asia and which spread to other tropical territories far and wide through the spice trading Portuguese is under the threat of decimation in the land of its origin itself due to increasing land utilization in the wake of urbanization and also due to the emergence of high and early yield cultivars. *Mangifera Indica*, the botanical name itself indicates its Indian connection and it is a globally and scientifically acknowledged fact that the centre of diversity of the *Mangifera* genus is India. The loss forever of a local variety in the land of its origin can happen only due to criminal neglect of environmental realities regarding biodiversity and no attempt has been made to take stock of the loss already in the case of the local varieties. The college through this gesture of the Forestry Club is making a planned and staged move towards the conservation of national plant wealth and the cultural distinctiveness associated with this fruit which is importantly the national fruit of India, Pakistan, Bangladesh and Srilanka. It is to be noted that the college is connecting back to the inspiring tradition of great Moghul emperor Akbar who has been known to plant as many as 100,000 mango trees in Lakhi Bagh in Darbhanga, Bihar.

Practice: Chose a plot with exposure to sunlight and dug pits as required for the kind of sapling (size different for different type of fruit trees) intended to be planted and all pits were filled with soil after adding compost and traditional manure. The saplings were planted leaving enough space for light and unobstructed growth. The saplings are watered during the first two years regularly and every year bio-manure is also added. The agricultural officer of the village is consulted for guidance and protection measures are taken as suggested. The saplings of various fruit trees were bought with the money raised from the teachers of the college while the mango saplings were provided by the Agricultural Office of the locality.

Impact: All the work related to this project was done involving faculty and students especially the members of the Forestry Club. The story of mango plantations and the tradition that runs back to the days of Akbar inspired the students to devote themselves to the work with bouncing enthusiasm. Since the plot exists on the border of the college beside a public road, both the public who watched the work and the students who were being seen working on the project felt inspiring mutually. The other students of the college also paid visits to the orchard and thereby created an awareness in favour of the project which was unique in its focus on biodiversity and intensive plant conservation.

Challenges: Irrigation was a major problem in the summer months and lack of funding for fence and yearly manuring were other issues faced. Some of the fruit trees alien to the habitat needed to be given extreme care which was another difficulty.
