

**MAHATMAGANDHI COLLEGE  
THIRUVANANTHAPURAM**

**SELF-STUDY REPORT  
SUBMITTED FOR REACCREDITATION**

**TO**

**NATIONAL ASSESSMENT AND  
ACCREDITATION COUNCIL (NAAC)  
2011**

## **PREFACE**

Mahatma Gandhi College, with seventeen UG, nine PG and seven research programmes is one of the largest and oldest institutions of higher learning in the state of Kerala. The institution dedicated to the memory of the Father of the Nation and founded by the legendary social reformer Sri Mannathu Padmanabhan functions with the objective of providing value added quality education to all with special emphasis on the economically poor sections of the society. Instituted, owned and managed by the Nair Service Society, the largest educational agency in the state of Kerala, the octogenarian institution is presenting itself for reaccreditation. It has a faculty strength of 105 of which more than 60% are research degree holders and a student strength nearing 2000. It was accredited at 'A' level by the NAAC in the first phase of accreditation and was recognized as a college with potential for excellence by the UGC in 2009. The strength provided by long years of tradition coupled with the lessons learned during the accreditation process has helped the institution a lot in acquiring the present stature. The reaccreditation process was a rewarding experience and we expect it to accomplish the objective of scaling new heights in excellence.

Thiruvananthapuram  
15-12-2011

**Dr. G. Jayakumar**  
Principal

# INDEX

| <b>Part-I: Institutional Data</b>                      | <b>Page No</b> |
|--|----------------|
| A. Profile of the College                              | 1              |
| B. Criterion-wise Inputs                               |                |
| 1. Criterion I: Curricular Aspects                     | 5              |
| 2. Criterion II: Teaching-Learning and Evaluation      | 7              |
| 3. Criterion III: Research, Consultancy and Extension  | 12             |
| 4. Criterion IV: Infrastructure and Learning Resources | 14             |
| 5. Criterion V: Student Support and Progression        | 19             |
| 6. Criterion VI: Governance and Leadership             | 24             |
| 7. Criterion VII: Innovative Practices                 | 26             |
| C. Profile of the Departments                          |                |
| 1     MATHEMATICS                                      | 29             |
| 2     PHYSICS  | 30             |
| 3     CHEMISTRY  | 31             |
| 4     BOTANY   | 32             |
| 5     ZOOLOGY  | 33             |
| 6     MALAYALAM  | 34             |
| 7     HINDI  | 35             |
| 8     COMMERCE   | 36             |
| 9     ECONOMICS  | 37             |
| 10    ENGLISH  | 38             |
| 11    HISTORY  | 39             |
| 12    SOCIOLOGY  | 40             |
| 13    PSYCHOLOGY                                       | 41             |
| 14    PHYSICAL EDUCATION                               | 42             |

|    |                   |    |
|----|-------------------|----|
| 15 | SANSKRIT          | 43 |
| 16 | RUSSIAN           | 44 |
| 17 | POLITICAL SCIENCE | 45 |

## **Part II: The Evaluative Report**

|    |   |     |
|----|---|-----|
| A. | Executive Summary                                   | 47  |
| B. | Criterion-wise Evaluative Report                    |     |
|    | Criterion I: Curricular Aspects                     | 50  |
|    | Criterion II: Teaching-Learning and Evaluation      | 67  |
|    | Criterion III: Research, Consultancy and Extension  | 94  |
|    | Criterion IV: Infrastructure and Learning Resources | 125 |
|    | Criterion V: Student Support and Progression        | 152 |
|    | Criterion VI: Governance and Leadership             | 179 |
|    | Criterion VII: Innovative Practices                 | 214 |
| C. | Evaluative Report of the Departments                |     |
|    | 1 MATHEMATICS                                       | 239 |
|    | 2 PHYSICS   | 246 |
|    | 3 CHEMISTRY   | 253 |
|    | 4 BOTANY  | 262 |
|    | 5 ZOOLOGY   | 268 |
|    | 6 HINDI   | 276 |
|    | 7 MALAYALAM   | 280 |
|    | 8 COMMERCE  | 287 |
|    | 9 ECONOMICS   | 291 |
|    | 10 ENGLISH  | 295 |
|    | 11 HISTORY  | 302 |
|    | 12 SOCIOLOGY  | 306 |
|    | 13 PSYCHOLOGY                                       | 311 |
|    | 14 SANSKRIT   | 316 |
|    | 15 RUSSIAN  | 319 |

|    |  |     |
|----|--|-----|
| 16 | POLITICAL SCIENCE                          | 322 |
| 17 | PHYSICAL EDUCATION                         | 326 |
| D  | Declaration by the Head of the Institution | 332 |

# **PART I**

# **Institutional Data**

# Profile of the College

## 1 Name and Address of the College

|           |   |        |        |
|-----------|---|--------|--------|
| Name:     | MAHATMA GANDHI COLLEGE  |        |        |
| Address   | KESAVADASAPURAM, PATTOM P O, 695004,<br>THIRUVANANTHAPURAM<br>KERALA, INDIA   |        |        |
| City:     | THIRUVANANTHAPURAM  |        |        |
| District: | THIRUVANANTHAPURAM  | State: | KERALA |
| Pin code: | 695001  |        |        |
| Website:  | <a href="http://www.mgcollege.com">www.mgcollege.com</a> , <a href="http://www.mgcollegeteachersportal.com">www.mgcollegeteachersportal.com</a> |        |        |

## 2 For Communication

### **Office**

| Name  | Area/<br>STD<br>code | Tel. No.           | Fax No.         | E-mail   |
|---|----------------------|--------------------|-----------------|--|
| Principal<br>Dr G Jayakumar                                 | 0471                 | 2541039<br>2540103 | 0471<br>2540103 | mgcprincipal@<br>yahoo.com                                     |
| Steering Committee<br>Coordinator<br>Dr M R Sudarsana kumar | 0471                 | 2541039            |                 | <a href="mailto:sudarsanmr@gmail.com">sudarsanmr@gmail.com</a> |

### **Residence**

| Name  | Area/ STD code | Tel. No. | Mobile No.  |
|---|----------------|----------|-------------|
| Principal.....  | 0471           | 2444756  | 09895138721 |
| Steering Committee<br>Coordinator<br>Dr M R Sudarsana kumar | 0471           | 2592617  | 09447711030 |

## 3 Type of Institution

- |                  |                       |
|------------------|-----------------------|
| a) By management | i. Affiliated College |
| b) By funding    | ii Grant –in- aid     |
| c) By Gender     | iii Co-education      |

## 4 Is it recognized minority Institution ?

No

5 a) Date of establishment of the College

| Date | Month | Year |
|------|-------|------|
| 14   | 9     | 1945 |

b) University to which the College is attached

University of Kerala

6 Date of UGC recognition

| Under Section | Date, Month & Year | Remarks (If any)    |
|---------------|--------------------|---------------------|
| i. 2 (f)      |                    | Established in 1945 |
| ii. 12 (B)    |                    |                     |

7. Does the University Act Provide for  
Autonomy of Affiliated / Constituent College : No

8 Campus area in acres : 42 acres

9 Location of the College (based on the Govt of India census) : Urban

10. Details of the Programmes offered by the Institution  
( Give the Last Years Data)

| Sl. No. | Programme Level | Name of the Programme/ Course | Duration | Entry Qualification | Medium of instruction | Sanctioned Student Strength | Number of students admitted * |
|---------|-----------------|-------------------------------|----------|---------------------|-----------------------|-----------------------------|-------------------------------|
| 1       | Under-graduate  | Mathematics                   | 3 years  | +2                  | English               | 48                          | 58                            |
|         |                 | Physics                       | 3 years  | +2                  | English               | 48                          | 55                            |
|         |                 | Chemistry                     | 3 years  | +2                  | English               | 48                          | 55                            |
|         |                 | Botany                        | 3 years  | +2                  | English               | 32                          | 42                            |
|         |                 | Zoology                       | 3 years  | +2                  | English               | 32                          | 42                            |
|         |                 | English                       | 3 years  | +2                  | English               | 30                          | 41                            |

|   |               |             |         |        |           |    |    |
|---|---------------|-------------|---------|--------|-----------|----|----|
|   |               | Malayalam   | 3 years | +2     | Malayalam | 40 | 53 |
|   |               | Hindi       | 3 years | +2     | Hindi     | 40 | 53 |
|   |               | Economics   | 3 years | +2     | English   | 60 | 65 |
|   |               | Commerce    | 3 years | +2     | English   | 50 | 65 |
|   |               | History     | 3 years | +2     | English   | 30 | 41 |
|   |               | Sociology   | 3 years | +2     | English   | 40 | 53 |
|   |               | Psychology  | 3 years | +2     | English   | 32 | 43 |
| 2 | Post-graduate | Mathematics | 2 years | Degree | English   | 12 | 20 |
|   |               | Physics     | 2 years | Degree | English   | 12 | 16 |
|   |               | Chemistry   | 2 years | Degree | English   | 10 | 13 |
|   |               | Botany      | 2 years | Degree | English   | 10 | 13 |
|   |               | Zoology     | 2 years | Degree | English   | 10 | 13 |
|   |               | Economics   | 2 years | Degree | English   | 15 | 17 |
|   |               | Commerce    | 2 years | Degree | English   | 20 | 20 |
|   |               | Malayalam   | 2 years | Degree | Malayalam | 15 | 9  |
|   |               | Hindi       | 2 years | Degree | Hindi     | 15 | 10 |
| 3 | M.Phil        | Nil         |         |        |           |    |    |
| 4 | Ph. D         | Physics     |         | PG     | English   | NA | 17 |
|   |               | Chemistry   |         | PG     | English   | „  | 21 |
|   |               | Botany      |         | PG     | English   | „  | 4  |
|   |               | Zoology     |         | PG     | English   | „  | 7  |
|   |               | Commerce    |         | PG     | English   | „  | 9  |
|   |               | Malayalam   |         | PG     | Malayalam | „  | 8  |



|   |                     |  |          |    |         |   |     |
|---|---------------------|--|----------|----|---------|---|-----|
|   |                     | Hindi  |          | PG | Hindi   | „ | 11  |
| 5 | Certificate course  | Add-on course (Retail Marketing)                   | 6 Months | +2 | English |   | 50  |
|   |                     | Add-on Course (Homestead Farming self-help groups) | 6 Months | +2 | English |   | 40  |
| 6 | UG Diploma          |  |          |    |         |   |     |
| 7 | PG Diploma          |  |          |    |         |   |     |
| 8 | Any Other (specify) | Computer Course                                    | 3 Months | +2 | English |   | 550 |

*(Additional rows may be inserted as per requirement)*

*\* Including marginal increase sanctioned by the University*

11. List the Departments:

|  |
|--|
| <b>Science</b>   |
| Departments: Mathematics, Physics, Chemistry, Botany, Zoology  |
| <b>Arts</b> (Language and Social Sciences included)  |
| Departments: English, Malayalam, Hindi, Economics, History, Sociology, Psychology, Politics, Sanskrit, Russian |
| <b>Commerce</b>  |
| Departments: Commerce  |
| <b>Any Other (Specify)</b>   |
| Departments: Physical Education  |

12. Unit cost of Education

(a) including the salary component = Rs. 34977

(b) excluding the salary component = Rs. 854

**(B) Criterion-wise inputs**  
**Criterion I : Curricular Aspects**

1. 1 Does the College has a stated

Vision ? : Yes

Mission? : Yes

Objectives : Yes

2 Does the College offer self-financed program : No

Fee charged for each program (including certificate, Diploma, Add-on-courses)

| Sl No | Programme (B.Sc, B.Com, B.A etc )         | Fee charged |
|-------|---|-------------|
| 1.    | B. Sc Mathematics                         | 3980        |
|       | B. Sc Physics/Chemistry                   | 4520        |
|       | B. Sc Botany/Zoology                      | 4990        |
| 2.    | B.A, B. Com                               | 3780        |
|       | B.A Psychology                            | 4080        |
| 3.    | M. Sc Mathematics                         | 3795        |
|       | M. Sc Physics, Chemistry, Botany, Zoology | 5595        |
| 4     | M.A Malayalam, Hindi, Economics           | 3795        |
| 5.    | Ph.D                                      | 1050        |
| 6     | Add-on course                             | 0           |
| 7     | Certificate(Computer)**                   | 100         |

Fee charged is for three Years \*\* Fee for one Year

3.Number of the programs offered under

- a. Annual System : 13
- b. Semester System : 22
- c. Tri-semester : NIL

4.Programmes with

a. choice based credit system

|     |        |    |
|-----|--------|----|
| Yes | Number | 13 |
|-----|--------|----|

- b Inter/multidisciplinary approach 

|     |        |    |
|-----|--------|----|
| Yes | Number | 13 |
|-----|--------|----|
- c. Any other ( Ph. D ) 

|     |        |   |
|-----|--------|---|
| Yes | Number | 7 |
|-----|--------|---|
- 5 Are there programs where assessment of the teachers by students is practiced ? 

|     |        |    |
|-----|--------|----|
| Yes | Number | 42 |
|-----|--------|----|
- 6 Are there programs taught only by the visiting faculty 

|    |
|----|
| No |
|----|
- 7 New programs introduced During the last year UG 

|    |
|----|
| No |
|----|
- PG 

|    |
|----|
| No |
|----|
- Others (Specify) 

|    |
|----|
| No |
|----|
- 8 How much does it take for the institution to introduce a new program within the existing system 

|           |
|-----------|
| One month |
|-----------|
9. Does the institution develop and deploy Action plan for effective implementation of the Curriculum. 

|     |
|-----|
| Yes |
|-----|
- 10 Was there major syllabus revision during the last five years ? If Yes indicate the numbers 

|     |        |   |
|-----|--------|---|
| Yes | Number | 4 |
|-----|--------|---|
- 11 Is there the provision for Project work etc in the program? If Yes indicate the number 

|     |        |   |
|-----|--------|---|
| Yes | Number | 5 |
|-----|--------|---|
- 12 Is there any mechanism on feedback on curriculum aspects from a) Academic Peers 

|     |
|-----|
| Yes |
|-----|

- b) Alumni  Yes
- c) Students  Yes
- d) Employers  Yes
- e) Any others  Yes

**CRITERION II**

**TEACHING, LEARNING AND EVALUATION**

1 How the students are selected for admission to various courses ?

- a) Through entrance tests developed by the institution  No
- b) Common entrance test conducted by University/ Government  No
- c) Through interview  No
- d) Entrance test and interview  No
- e) Merit at the previous examinations  Yes  80%
- f) Any other  Yes  20 %

*(If more than one method is followed, kindly specify the weightages)*

\*50% general merit , 10% community merit ,and 20 % SC/ST merit.

\*\* 20% management quota

2 Highest and Lowest percentage of marks at the qualifying examination considered for admission during the previous academic year

| Programmes<br>(UG and PG)        | Open category  |               | SC/ST category |               | Any other<br>(Management) |               |
|----------------------------------|----------------|---------------|----------------|---------------|---------------------------|---------------|
|                                  | Highest<br>(%) | Lowest<br>(%) | Highest<br>(%) | Lowest<br>(%) | Highest<br>(%)            | Lowest<br>(%) |
| UG –<br>Arts/Language<br>English | 89.28          | 79.4          | 64.94          | 53.14         | 75.7                      | 57.35         |
| Malayalam                        | 80.42          | 69.85         | 69.8           | 47.58         | 70.64                     | 49.83         |
| Hindi                            | 82.14          | 69.71         | 64.85          | 53.64         | 68.85                     | 58.42         |
| Economics                        | 79.35          | 72.28         | 70.42          | 53.92         | 71.28                     | 59.35         |
| History                          | 84.85          | 65.5          | 64.18          | 59.75         | 59.21                     | 50.0          |
| Sociology                        | 91.85          | 69.71         | 69.0           | 50.0          | 65.42                     | 59.28         |
| Psychology                       | 81.35          | 62.6          | 53.42          | 42.71         | 64.83                     | 51.35         |
| UG – Science<br>Mathematics      | 90.21          | 75.78         | 62.42          | 53.42         | 79.57                     | 73            |
| Physics                          | 93             | 83.1          | 66.78          | 62.21         | 85.92                     | 66.5          |
| Chemistry                        | 88.5           | 70.42         | 66.64          | 49.0          | 71.28                     | 55.64         |
| Botany                           | 84.57          | 65.58         | 64.14          | 46.2          | 72.3                      | 52.85         |
| Zoology                          | 82.71          | 74.28         | 71.92          | 44.57         | 76.92                     | 57.85         |
| B.Com                            | 93.0           | 86.7          | 83.92          | 54.35         | 88.07                     | 77.5          |
| PG<br>Malayalam                  | 60.36          | 52.7          | 50             |               |                           |               |
| Hindi                            | 63.4           | 49.5          |                |               |                           |               |
| Economics                        | 76.7           | 48.7          | 41             |               | 55.3                      | 51            |
| Commerce                         | 84.9           | 67            | 56.8           | 54.3          | 65.2                      | 48.4          |
| PG –Science<br>Mathematics       | 86.8           | 78.6          | 51.2           |               | 74.5                      | 56.8          |
| Physics                          | 93.4           | 86.9          | 63.4           | 63.3          | 75                        | 60            |
| Chemistry                        | 89.4           | 81            | 50             |               | 64.7                      | 58.5          |
| Botony                           | 88,2           | 82.5          | 60             | 57.1          | 71.2                      | 60.7          |
| Zoology                          | 85.2           | 77.6          | 68.3           | 66,4          | 72,8                      | 58.3          |

3 Number of working days during the last academic Year

192

4 Number of teaching days during the last academic year

189

5 Number of Sanctioned posts and filled

|              | Sanctioned/ Filled |     |
|--------------|--------------------|-----|
| Teaching     | 104                | 103 |
| Non-teaching | 43                 | 43  |
| Technical    | 2                  | 2   |

a Number of regular and permanent teachers gender-wise

|                     |   |    |   |    |
|---------------------|---|----|---|----|
| Professors          | M |    | F |    |
| Associate professor | M | 44 | F | 39 |
| Assistant professor | M | 7  | F | 13 |

b. Number of temporary teachers (gender-wise)

|                       |   |   |   |   |
|-----------------------|---|---|---|---|
| Lecturers - Full-time | M | 1 | F | 5 |
|-----------------------|---|---|---|---|

|                       |   |   |   |   |
|-----------------------|---|---|---|---|
| Lecturers - Part-time | M | 0 | F | 0 |
|-----------------------|---|---|---|---|

|  |   |   |   |   |
|--|---|---|---|---|
| Lecturers<br>(management appointees)-Full-time | M | 1 | F | 0 |
|--|---|---|---|---|

|   |   |   |   |   |
|---|---|---|---|---|
| Lecturers<br>(management appointees )-Part-time | M | 0 | F | 0 |
|---|---|---|---|---|

|            |   |   |   |   |
|------------|---|---|---|---|
| Any others | M | 0 | F | 0 |
|------------|---|---|---|---|

|       |   |   |   |   |
|-------|---|---|---|---|
| Total | M | 2 | F | 5 |
|-------|---|---|---|---|

|     |
|-----|
| 103 |
|-----|

c Number of teachers from the same state  
from other state

|     |
|-----|
| NIL |
|-----|

Number %

6 a) Number of permanent teachers and their percentage of the total number of faculty

|    |      |
|----|------|
| 96 | 93.5 |
|----|------|

b) Teacher-student ratio

|      |
|------|
| 1:18 |
|------|

Number %

c) Number of teachers with Ph.D as the highest Qualification and their percentage to the total faculty strength

|    |      |
|----|------|
| 58 | 56.3 |
|----|------|

Number %

d) Number of teachers with M.Phil as the highest qualification and their percentage to the total faculty strength

|    |      |
|----|------|
| 30 | 29.3 |
|----|------|

e) percentage who has completed UGC,NET and SET exams

|      |
|------|
| 20.4 |
|------|

f) Percentage of the faculty who have served as resource persons in workshop /seminars /conferences during last five years

|    |
|----|
| 35 |
|----|

g)Number of faculty development programs availed by teachers (last five years)

1 2 3 4 5

UGC/ FIP program

|   |   |   |   |   |
|---|---|---|---|---|
| 1 | 4 | 3 | 2 | 4 |
|---|---|---|---|---|

Refresher:

|   |   |   |   |   |
|---|---|---|---|---|
| 2 | 3 | 5 | 4 | 6 |
|---|---|---|---|---|

Orientation:

|   |   |   |   |   |
|---|---|---|---|---|
| 3 | 2 | 1 | 2 | 1 |
|---|---|---|---|---|

Any other (Training)

|   |   |   |   |   |
|---|---|---|---|---|
| 2 | 2 | 2 | 3 | 4 |
|---|---|---|---|---|

h ) Number of faculty development programmes organized by the college during the last five years

Seminars/ workshops/symposia on curricular development, teaching- learning, assessment, etc.

1 2 3 4 5

|   |   |   |   |   |
|---|---|---|---|---|
| 4 | 2 | 2 | 3 | 2 |
|---|---|---|---|---|

Research management

|   |   |   |   |   |
|---|---|---|---|---|
| 2 | 1 | 2 | 3 | 2 |
|---|---|---|---|---|

Invited/endowment lectures

|   |   |   |   |   |
|---|---|---|---|---|
| 5 | 4 | 5 | 6 | 4 |
|---|---|---|---|---|

Any other (specify)

|   |   |   |   |   |
|---|---|---|---|---|
| 5 | 3 | 4 | 6 | 5 |
|---|---|---|---|---|

|     |  |        |        |    |                |
|-----|--|--------|--------|----|----------------|
| 7   | Number and percentage of the courses where Predominantly the lecture method is practiced | Number | 35     | %  | 100            |
| 9   | Does the college have the tutor- ward system ? Yes                                       |        | √      |    |                |
|     | If Yes , how many students are under the care of a teacher                               |        | 20     |    |                |
| 10  | Are remedial programs offered ?  | Yes    | Number | 6  |                |
| 11  | Are bridge course offered ?  |        | No     |    |                |
| 12  | Are there courses with ICT –enabled enabled teaching learning processes                  | Yes    | Number | 35 |                |
| 13  | Is there a mechanism for   |        |        |    |                |
|     | a. Self appraisal of faculty ?   | Yes    | √      |    |                |
|     | b. Student assessment faculty Performance ?  | Yes    | √      |    |                |
|     | c. Expert /peer assessment of faculty performance  | Yes    | √      |    |                |
| 14. | Do the faculty members perform Additional administrative work                            | Yes    | √      |    |                |
|     | If yes ,average number of hours spend by the Faculty per week                            |        |        |    | 10 hours /week |



### Criterion III

#### RESEARCH , CONSULTANCY AND EXTENTION

1. How many teaching faculty are actively involved in research ?

|        |            |
|--------|------------|
| Number | % of total |
| 40     | 39 %       |

2. Research collaborations

a) National Yes

If yes, any how many 90

b) International Yes

If Yes, how many 7

8 Is the faculty involved in the Consultancy work ? Yes

If yes, consultancy earnings/year (average of the last two years may be given ) Nil

9 a. Do the teachers have ongoing/ completed research projects ? Yes

On going

If yes how many Ongoing 19

Completed 39

b. Provide the following details about the ongoing research projects

|                |     |   |    |  |        |   |        |                       |      |             |
|----------------|-----|---|----|--|--------|---|--------|-----------------------|------|-------------|
| Major projects | Yes | ✓ | No |  | Number | 8 | Agency | KSCSTE<br>UGC<br>MOEF | Amt. | 83.37 lakhs |
| Minor projects | Yes | ✓ | No |  | Number | 9 | Agency | UGC                   | Amt. | 9 lakhs     |

|                                  |     |   |    |  |        |    |                                  |   |              |
|----------------------------------|-----|---|----|--|--------|----|----------------------------------|---|--------------|
| College Projects                 |     |   | No |  | Number |    | Amount                           |   |              |
| Industry sponsored               |     |   | No |  | Number |    | Industry                         | Amt.  |              |
| Any other Student project        | Yes | ✓ |    |  |        | 3  | External funding                 | KSCSTE  | Amount 30000 |
| No. of student research projects | Yes | ✓ |    |  | Number | 90 | Amount sanctioned by the College | Infrastructure including chemicals & instrumental support |              |

### 5 Research publications

|   |     |        |     |
|---|-----|--------|-----|
| International journals  | Yes | Number | 92  |
| National journals – refereed papers   | Yes | Number | 108 |
| College journal   | Yes | Number | 12  |
| Books   | Yes | Number | 60  |
| Abstracts   | Yes | Number | 45  |
| Any other (Posters)   | Yes | Number | 15  |
| Awards, recognition, patents etc. if any (specify)<br>{Appendix 2} (15 faculty Members) |     |        |     |

6 Has the faculty

a) Participated in conferences ?

|     |   |        |     |
|-----|---|--------|-----|
| Yes | ✓ | Number | 103 |
|-----|---|--------|-----|

b) Presented research paper in the Conferences?

|     |   |        |    |
|-----|---|--------|----|
| Yes | ✓ | Number | 40 |
|-----|---|--------|----|

7 Number of extension activities In collaboration with other agencies/NGO (such as Rotary/Lions Club ) ? (average of last two years)

|    |
|----|
| 48 |
|----|

8 Number of regular extension programmes

Organized by NSS and NCC etc  
(average of last two years )

NSS 

|   |
|---|
| 5 |
|---|

 :

NCC 

|   |
|---|
| 2 |
|---|

9 Number of NCC Cadets / Units

|   |     |   |    |       |   |
|---|-----|---|----|-------|---|
| M | 170 | F | 75 | Units | 3 |
|---|-----|---|----|-------|---|

10 Number of NSS Volunteers

|   |     |   |     |       |   |
|---|-----|---|-----|-------|---|
| M | 224 | F | 144 | Units | 3 |
|---|-----|---|-----|-------|---|

### Criterion IV Infrastructure and Learning

1 (a) Campus area in acres

|          |
|----------|
| 42 Acres |
|----------|

(b) Built up area in Sq. Meters  
(1 Sq ft = 0.093 sq mt )

|             |
|-------------|
| 17200 Sq mt |
|-------------|

2. Working hours of the library

(a) On working days

|         |
|---------|
| 8 hours |
|---------|

(b) On holidays

|         |
|---------|
| 6 hours |
|---------|

(c) On Examination days

|         |
|---------|
| 9 hours |
|---------|

3 Average number of faculty visiting  
Library /day  
(average for the last two years )

|    |
|----|
| 40 |
|----|

4 Average number of students visiting  
Library /day  
(average for the last two years )

|     |
|-----|
| 500 |
|-----|

10 Number of journals subscribed  
to the institution

|    |
|----|
| 46 |
|----|

11 Does the Library has an open access system ?

Yes

7 Total collection (Number)

Titles      Volumes

a) Books

|       |  |
|-------|--|
| 61114 |  |
|-------|--|

b) Text Books

|       |  |
|-------|--|
| 30000 |  |
|-------|--|

c) ReferenceBooks

|      |  |
|------|--|
| 1600 |  |
|------|--|

b) Magazines

|    |  |
|----|--|
| 46 |  |
|----|--|

c) Current Journals

Indian Journals

|    |
|----|
| 60 |
|----|

Foreign Journals

|   |
|---|
| 4 |
|---|

d) Peer reviewed journals

|    |
|----|
| 64 |
|----|

e) Back volumes of Journals

|    |
|----|
| 56 |
|----|

f) E-resources

CDs/DVDs

|    |
|----|
| 50 |
|----|

Databases

|     |
|-----|
| Nil |
|-----|

Online Journals

|     |
|-----|
| Nil |
|-----|

Audio-Visual resources

|   |
|---|
| 5 |
|---|

**g) Special Collections**

|  |  |     |        |     |
|--|--|-----|--------|-----|
| Repository<br>( World Bank,OECD,UNESCO etc)  | <table border="1"><tr><td>Yes</td><td>Number</td><td>40</td></tr></table>  | Yes | Number | 40  |
| Yes  | Number   | 40  |        |     |
| Inter Library borrowing facility   | <table border="1"><tr><td>Nil</td></tr></table>                            | Nil |        |     |
| Nil  |  |     |        |     |
| Materials acquired under<br>Special Schemes( UGC,DST etc )                         | <table border="1"><tr><td>Yes</td><td>Number</td><td>600</td></tr></table> | Yes | Number | 600 |
| Yes  | Number   | 600 |        |     |
| Materials for competitive<br>examinations including<br>employment news, Yojana etc | <table border="1"><tr><td>Yes</td><td>Number</td><td>250</td></tr></table> | Yes | Number | 250 |
| Yes  | Number   | 250 |        |     |
| Book Bank  | <table border="1"><tr><td>Yes</td><td>Number</td><td>500</td></tr></table> | Yes | Number | 500 |
| Yes  | Number   | 500 |        |     |
| Manuscripts  | <table border="1"><tr><td>Yes</td><td>Number</td><td>10</td></tr></table>  | Yes | Number | 10  |
| Yes  | Number   | 10  |        |     |
| Any Other (specify)  | <table border="1"><tr><td>No</td></tr></table>                             | No  |        |     |
| No   |  |     |        |     |

12 Number of books /journals /periodicals added during the last two years and their total cost

|                      | The Year before Last |            | Last Year |            |
|----------------------|----------------------|------------|-----------|------------|
|                      | Number               | Total Cost | Number    | Total Cost |
| Text books           | 400                  | 280000     | 1200      | 450000     |
| Reference Books      | 50                   | 120000     | 85        | 200000     |
| Other books          | 200                  | 70000      | 450       | 150000     |
| Journals/Periodicals | 23                   | 26805      | 23        | 23258      |
| Encyclopedia         |                      |            |           |            |
| Any other(specify)   |                      |            |           |            |

9 Mention the

|   |  |      |
|---|--|------|
| Total Carpet area of the Central Library ( In Sq ft ) : | <table border="1"><tr><td>6000</td></tr></table> | 6000 |
| 6000  |  |      |
| Number of department Libraries :                        | <table border="1"><tr><td>13</td></tr></table>   | 13   |
| 13  |  |      |
| Average Carpet area of department libraries :           | <table border="1"><tr><td>750</td></tr></table>  | 750  |
| 750   |  |      |
| Seating Capacity of the central Library :               | <table border="1"><tr><td>150</td></tr></table>  | 150  |
| 150   |  |      |

10 Status of Automation of Library

Not initiated

Fully automated : Filly automated  
 Partially automated  
 11 Percentage Library budget to the total budget :

12 Service / facilites available in the Library

|   |                                  |
|---|----------------------------------|
| Circulation                             | <input type="text" value="√"/>   |
| Clipping                                | <input type="text" value="√"/>   |
| Bibliographic compilation               | <input type="text" value="√"/>   |
| References                              | <input type="text" value="√"/>   |
| Reprography                             | <input type="text" value="√"/>   |
| Computer and printing                   | <input type="text" value="√"/>   |
| Internet                                | <input type="text" value="√"/>   |
| Inter –Library Loan                     | <input type="text" value="X"/>   |
| Power Back up                           | <input type="text" value="√"/>   |
| Information display and notification    | <input type="text" value="√"/>   |
| User orientation / information literacy | <input type="text" value="√"/>   |
| Any other (Specify )                    | <input type="text" value="Nil"/> |

13 Average number of books issued/borrowed per day ;

14 Ratio of library books to the number of students enrolled :

## 15 Computer facilities

Number of computers in the College :

Number of department with computer facilities :

Central computer facility ( Number of terminals ) :

Budget allotment for purchase of computers during last academic year :

Amount spend on the maintenance and upgrading Of computer facilities during last academic year :

Internet facility connectivity :

| Dialup | Broad brand | Other (specify)              |
|--------|-------------|------------------------------|
|        | √           | Wi-Fi<br>Dedicated bandwidth |

Number of Nodes \Computer with internet facility :

16 Is there workshop\ instrumentation centre ?  Available from the year 2005

17 Is there a Health Centre ? :

18 Is there Residential accommodation for Faculty

Non teaching staff

19 Are there student Hostels

20 Is there provision for a ) Sports fields

b) Gymnasium :

c) Women's rest rooms :

|     |
|-----|
| Yes |
|-----|

d) Transport

|    |
|----|
| No |
|----|

e) Canteen/Cafeteria :

|     |
|-----|
| Yes |
|-----|

f) Student Centre

|     |
|-----|
| Yes |
|-----|

h) Vehicle parking Facility

|     |
|-----|
| Yes |
|-----|

## Criterion V Student support and progression

1 a Student strength

(provide information in the following format ,for the past two years )

2009-10

| <i>Student<br/>Enrolment</i>   | <i>UG</i> |          |          | <i>PG</i> |          |          | <i>M.Phil</i> |          |          | <i>Ph.D</i> |          |          | <i>Diploma /<br/>Certificate</i> |          |          | <i>Self-<br/>Funded</i> |          |          |
|--|-----------|----------|----------|-----------|----------|----------|---------------|----------|----------|-------------|----------|----------|----------------------------------|----------|----------|-------------------------|----------|----------|
|  | <i>M</i>  | <i>F</i> | <i>T</i> | <i>M</i>  | <i>F</i> | <i>T</i> | <i>M</i>      | <i>F</i> | <i>T</i> | <i>M</i>    | <i>F</i> | <i>T</i> | <i>M</i>                         | <i>F</i> | <i>T</i> | <i>M</i>                | <i>F</i> | <i>T</i> |
| Number of students<br>from the same State<br>where the college is<br>located | 7         | 7        | 1        | 4         | 2        | 2        |               |          |          | 2           | 4        | 6        | 12                               | 2        | 35       |                         |          |          |
|  | 4         | 9        | 5        | 3         | 0        | 5        |               |          |          | 3           | 5        | 8        |                                  | 3        |          |                         |          |          |
|  | 3         | 2        | 3        |           | 8        | 1        |               |          |          |             |          |          |                                  |          |          |                         |          |          |
|  |           | 5        |          |           |          |          |               |          |          |             |          |          |                                  |          |          |                         |          |          |
| Number of students<br>from other States                                      | 0         | 0        | 0        | 0         | 0        | 0        | 0             | 0        | 0        | 0           | 0        | 0        | 0                                | 0        | 0        | 0                       | 0        | 0        |
| Number of NRI<br>students  | 0         | 0        | 0        | 0         | 0        | 0        | 0             | 0        | 0        | 0           | 0        | 0        | 0                                | 0        | 0        | 0                       | 0        | 0        |
| Number of foreign<br>students  | 0         | 0        | 0        | 0         | 0        | 0        | 0             | 0        | 0        | 0           | 0        | 0        | 0                                | 0        | 0        | 0                       | 0        | 0        |



2010-2011

| <i>Student<br/>Enrolment</i>   | <i>UG</i> |          |          | <b>PG</b> |          |          | <b>M.Phil</b> |          |          | <b>Ph.D</b> |          |          | <b>Diploma /<br/>Certificate</b> |          |          | <b>Self-<br/>Funded</b> |          |          |
|--|-----------|----------|----------|-----------|----------|----------|---------------|----------|----------|-------------|----------|----------|----------------------------------|----------|----------|-------------------------|----------|----------|
|  | <i>M</i>  | <i>F</i> | <i>T</i> | <i>M</i>  | <i>F</i> | <i>T</i> | <i>M</i>      | <i>F</i> | <i>T</i> | <i>M</i>    | <i>F</i> | <i>T</i> | <i>M</i>                         | <i>F</i> | <i>T</i> | <i>M</i>                | <i>F</i> | <i>T</i> |
| Number of students<br>from the same State<br>where the college is<br>located | 7         | 7        | 1        | 4         | 2        | 2        |               |          |          | 2           | 5        | 7        | 22                               | 3        | 58       |                         |          |          |
|  | 2         | 9        | 5        | 1         | 2        | 6        |               |          |          | 3           | 0        | 3        |                                  | 6        |          |                         |          |          |
|  | 8         | 3        | 2        |           | 4        | 5        |               |          |          |             |          |          |                                  |          |          |                         |          |          |
|  |           |          | 1        |           |          |          |               |          |          |             |          |          |                                  |          |          |                         |          |          |
| Number of students<br>from other States                                      | 0         | 0        | 0        | 0         | 0        | 0        | 0             | 0        | 0        | 0           | 0        | 0        | 0                                | 0        | 0        | 0                       | 0        | 0        |
| Number of NRI<br>students  | 0         | 0        | 0        | 0         | 0        | 0        | 0             | 0        | 0        | 0           | 0        | 0        | 0                                | 0        | 0        | 0                       | 0        | 0        |
| Number of foreign<br>students  | 0         | 0        | 0        | 0         | 0        | 0        | 0             | 0        | 0        | 0           | 0        | 0        | 0                                | 0        | 0        | 0                       | 0        | 0        |

|   | Number | % |
|---|--------|---|
| b. Dropout rate in UG & PG( average for last two year batches )<br>UG | 15     | 1 |
| PG  | 2      | 1 |

2. Financial support for students ( last year )

|                                | Number | Amount    |
|--------------------------------|--------|-----------|
| Endowments :                   | 58     | 250/month |
| Free ships :                   | 78     | 234000    |
| Scholarships ( Government ) :  | 67     | 326440    |
| Scholarships ( Institution ) : | 60     | 32000     |
| Number of loan facilities :    | 1      | 10000     |

Any other financial support  
(Fee concession) :

|      |         |
|------|---------|
| 1100 | 1740737 |
|------|---------|

3. Does the college obtain the feed back  
from students on their campus  
experience ? ;

|     |
|-----|
| Yes |
|-----|

4 Major cultural events ( data For past five years)

| Events               | Organized |    |        | Participated |    |        |
|----------------------|-----------|----|--------|--------------|----|--------|
|                      | Yes       | No | Number | Yes          | No | Number |
| Inter- collegiate    |           |    |        | √            |    | 9      |
| Inter- University    |           |    |        | √            |    | 1      |
| National             | √         |    | 3      | √            |    | 4      |
| Any other ( Specify) | √         |    | 20*    | √            |    | 1**    |

- Seminars and workshops
- \*\* Air cell trophy

5. Examination results Data (data for past five years )

| Results                 | UG          |         |           |        |         | PG          |         |           |        |         |
|-------------------------|-------------|---------|-----------|--------|---------|-------------|---------|-----------|--------|---------|
|                         | Mathematics | Physics | Chemistry | Botany | Zoology | Mathematics | Physics | Chemistry | Botany | zoology |
| <b>Year 2010</b>        |             |         |           |        |         |             |         |           |        |         |
| Pass Percentage         | 100         | 94.0    | 77.8      | 96.1   | 89.6    | 82          | 73      | 64        | 100    | 69      |
| Number of first classes | 26          | 32      | 11        | 8      | 7       | 9           | 8       | 7         | 11     | 9       |
| Ranks (if any)          | ---         | --      | --        | --     | --      |             |         | 1         | 1      |         |
| <b>Year 2009</b>        |             |         |           |        |         |             |         |           |        |         |
| Pass Percentage         | 95.2        | 84.8    | 75.6      | 87.9   | 92.3    | 80          | 71      | 100       | 100    | 92      |
| Number of               | 22          | 23      | 14        | 21     | 12      | 12          | 10      | 12        | 13     | 10      |

|                         |      |      |      |      |      |    |    |    |     |     |
|-------------------------|------|------|------|------|------|----|----|----|-----|-----|
| first classes           |      |      |      |      |      |    |    |    |     |     |
| Ranks (if any)          | ---  | ---  | ---  | ---  | ---  |    |    |    |     |     |
| <b>Year 2008</b>        |      |      |      |      |      |    |    |    |     |     |
| Pass Percentage         | 97.7 | 89.4 | 83.3 | 96.5 | 96.6 | 63 | 71 | 92 | 93  | 100 |
| Number of first classes | 32   | 23   | 30   | 13   | 13   | 8  | 9  | 12 | 12  | 13  |
| Ranks (if any)          |      |      | 1    |      |      |    |    |    |     |     |
| <b>Year 2007</b>        |      |      |      |      |      |    |    |    |     |     |
| Pass Percentage         | 86.0 | 94.4 | 76.6 | 90.6 | 77.1 | 75 | 75 | 85 | 93  | 100 |
| Number of first classes | 40   | 42   | 29   | 23   | 24   | 11 | 11 | 10 | 12  | 13  |
| Ranks (if any)          |      |      |      |      |      |    |    |    |     |     |
| <b>Year 2006</b>        |      |      |      |      |      |    |    |    |     |     |
| Pass Percentage         | 78.8 | 89.8 | 84.3 | 70.0 | 76.6 | 82 | 87 | 86 | 100 | 86  |
| Number of distinctions  | --   | --   | --   | --   | --   | 12 | 11 | 12 | 13  | 11  |
| Ranks (if any)          | --   | --   | --   | --   | --   |    |    |    |     |     |

Language, Arts and commerce

| Results                 | UG      |           |       |           |         |           |            |       | PG        |       |           |          |
|-------------------------|---------|-----------|-------|-----------|---------|-----------|------------|-------|-----------|-------|-----------|----------|
|                         | English | Malayalam | Hindi | Economics | History | Sociology | Psychology | B Com | Malayalam | Hindi | Economics | Commerce |
| <b>Year 2010</b>        |         |           |       |           |         |           |            |       |           |       |           |          |
| Pass Percentage         | 58.0    | 67.6      | 77.4  | 86.4      | 81.4    | 63.8      | 68.0       | 51.6  | 100       | 100   | 85        | 93       |
| Number of first classes | 1       | 1         | 13    | 2         | 4       | 7         | 10         | 18    | 12        | 5     | 5         | 10       |
| Ranks (if any)          | ---     | --        | --    | --        | --      | 1         | --         | ---   | --        | --    | --        | --       |
| <b>Year 2009</b>        |         |           |       |           |         |           |            |       |           |       |           |          |
| Pass Percentage         | 64.7    | 69.7      | 75    | 81.6      | 100     | 70        | 59.1       | 52.9  | 92        | 100   | 82        | 100      |
| Number of first classes | 6       | 6         | 10    |           | 2       | 10        | 2          | 9     | 12        | 5     | 5         | 10       |

|                         |      |      |      |      |      |      |      |      |     |     |     |     |
|-------------------------|------|------|------|------|------|------|------|------|-----|-----|-----|-----|
| Ranks (if any)          | ---  | ---  | ---  | ---  | ---  | 1    | ---  | ---  |     |     |     |     |
| <b>Year 2008</b>        |      |      |      |      |      |      |      |      |     |     |     |     |
| Pass Percentage         | 75.6 | 92.6 | 93.5 | 64.2 | 64.5 | 67.4 | 57.1 | 68   | 100 | 95  | 100 | 87  |
| Number of first classes | 4    | 12   | 13   | 1    | --   | 9    | 10   | 28   | 10  | 7   | 8   | 10  |
| Ranks (if any)          |      |      |      |      |      |      |      |      |     |     |     |     |
| <b>Year 2007</b>        |      |      |      |      |      |      |      |      |     |     |     |     |
| Pass Percentage         | 73.7 | 40.0 | 82.4 | 61.9 | 67.7 | 56.1 | 61.1 | 70.0 | 100 | 100 | 84  | 95  |
| Number of first classes | 6    | 1    | 8    | 2    | --   | 4    | 6    | 28   | 9   | 8   | 7   | 10  |
| Ranks (if any)          |      |      |      |      |      | 1    | 2    |      |     |     |     |     |
| <b>Year 2006</b>        |      |      |      |      |      |      |      |      |     |     |     |     |
| Pass Percentage         | 90.9 | 74.4 | 87.9 | 57.4 | 90.0 | 47.5 | 69.2 | 73.8 | 100 | 100 | 100 | 100 |
| Number of distinctions  | --   | --   | --   | --   | --   | --   | --   | --   | 10  | 9   | 12  | 14  |
| Ranks (if any)          | --   | --   | --   | --   | --   | --   | --   | --   |     |     |     |     |

(\* Add more columns if not adequate)

6. Number of overseas programmes on the campus and income earned .

Nil

7 Number of students who have passed the following examinations during last five years \*

NET

Defence Entrance

Other services

(Federal bank, Google, T CS, Wipro, IBM, HCL, Tech Mahindra, City bank,)

Any other (specify)

|    |    |        |    |    |
|----|----|--------|----|----|
| 6  | 7  | 8      | 9  | 10 |
| 1  | 2  | 5      | 2  | 2  |
| 22 | 23 | 2<br>6 | 32 | 34 |

8. Is there a Student Counseling Centre                      Yes

√

9. Is there a Grievance Redressal Cell                      Yes

√

10 Does the college has a Alumini Association

|     |    |                    |
|-----|----|--------------------|
| Yes | No | Formed in the Year |
| √   |    | 1975               |
| Yes | No | Formed in the Year |

11 Does the Colege has a Parent Teacher Association

|   |  |      |
|---|--|------|
| √ |  | 1950 |
|---|--|------|

### Criterion VI : Governance and Leadership

1. Has the institution appointed a permanent Principal : Yes

Denote the qualification : M.Sc Ph.D

2 . Number of the professional development programmes held for the teaching and non teaching staff ( last two years ) :

|   |   |
|---|---|
| 2 | 2 |
|---|---|

3. Financial Recourses of the college (approximate amount )

Last Years' data

Grant in Aid

|     |
|-----|
| NIL |
|-----|

Fee from aided courses :

|     |
|-----|
| NIL |
|-----|

Donation :

|        |
|--------|
| 402700 |
|--------|

Fee from self funded courses :

|       |
|-------|
| 82500 |
|-------|

Any other (Computer course ) :

|       |
|-------|
| 60000 |
|-------|

4 Statement of expenditure ( for last two Years )

| Item   | Before last | Last year |
|--|-------------|-----------|
| % spent on the salaries of the faculty   | 46          | 48.3      |
| % spent on the salaries of non- teaching employees including contract workers                                | 18          | 22.5      |
| % spent on books and journals  | 20.4        | 4.24      |
| % spent on building development  |             |           |
| % spent on hostels and other student amenities   | 2           | 2         |
| % spent on maintenance – electricity ,water ,telephones, infrastructure                                      | 8           | 8         |
| % spent on academic activities of the departments – laboratory, green house , animal house , field trips etc | 6.2         | 9.5       |
| % spent on research ,seminars etc  | 1           | 2         |
| % spent on miscellaneous expenditure   | 2           | 3         |

Note : the institution may provide the details regarding the above table as per the heads of accounts maintained care should be taken to cover the above items

5. Dates of meeting of the academic and administrative bodies during the last two years

| Internal Admn bodies (mention only three most important bodies) | Before last  | Last year  |
|---|--|--|
| IQAC  | 28-7-09, 22-8-09, 18-2-2010                              | 6-7-10, 9-7-10,13-7-10, 3-8-10, 24-2-2011,15-3-11            |
| College Council   | 4-6-09,21-7-09, 12-8-09,16-9-9,12-11-09, 23-1-10,10-3-10 | 12-6-10,16-7-10, 2-8-10, 18-10-10,,8-12-10, 14-1-11,1-3-2011 |
| Planning board  | 14- 6- 09, 21-10-09, 20 -1-10                            | 2-8-10,2-11-10,17&18-1-11, 8-3-2011                          |

6 Are there Welfare Schemes for the academic community ?

|                     |   |     |   |    |  |
|---------------------|---|-----|---|----|--|
| Loans               | : | Yes | √ | No |  |
| Medical allowances  | : | Yes | √ | No |  |
| Any other (specify) | : | Yes | √ | No |  |

7 Are there ICT supported / computerized units/ activities for the following :

|                                   |   |     |   |
|-----------------------------------|---|-----|---|
| a) Administrative section /office | : | Yes | √ |
| b) Finance Unit                   |   | Yes | √ |
| c) Student admissions             |   | Yes | √ |
| d) Placements                     |   | Yes | √ |
| e) Aptitude testing               |   | No  | √ |

f) Examinations

|     |   |
|-----|---|
| Yes | √ |
|-----|---|

g) Student records

|     |   |
|-----|---|
| Yes | √ |
|-----|---|

## Criterion VII Innovative Practices

1 Has the Institution established internal quality Assurance mechanism ?

: Yes

2 Does the students participate in the Quality Enhancement initiatives of the Institution

: Yes

3. What is the percentage of the following student categories in the institution ?

|                   |     |
|-------------------|-----|
| . SC              | 22  |
| ST                | 1   |
| OBC               | 30  |
| Women             | 57  |
| Differently-abled | 0.4 |
| Rural             | 80  |
| Tribal            | 0.2 |

4 What is the percentage of the following category of staff

|   | Category              | Teaching staff | %  | Non-teaching staff | %  |
|---|-----------------------|----------------|----|--------------------|----|
| A | SC                    | 1              | 1  | 0                  | 0  |
| B | ST                    |                |    |                    |    |
| C | OBC                   |                |    |                    |    |
| D | Women                 | 48             | 49 | 4                  | 11 |
| E | Physically-challenged |                |    |                    |    |

|   |                         |    |    |    |     |
|---|-------------------------|----|----|----|-----|
| F | General Category        | 99 | 99 | 45 | 100 |
| G | Any other<br>( specify) |    |    |    |     |

5. What is the percentage incremental academic growth of the following categories Of students for the last two batches?

| Category              | At admission |          | On completion of the course |          |
|-----------------------|--------------|----------|-----------------------------|----------|
|                       | Batch I      | Batch II | Batch I                     | Batch II |
| SC                    | 50.8         | 50       | 45.7                        | 41.2     |
| ST                    |              |          |                             |          |
| OBC                   | 68.1         | 74.3     | 73.3                        | 74.5     |
| Women                 | 68.8         | 76.1     | 63.6                        | 67.1     |
| Physically challenged | 65.3         |          | 48                          |          |
| General category      | 70.2         | 71.3     | 59.1                        | 62.6     |
| Any other ( specify)  |              |          |                             |          |
| Uty Average           |              |          | 64                          | 57.3     |
| State average(+2)     | 71           | 83       |                             |          |

Output Uty.marks standardized with state average for +2

For Batch 1 % x 71/64

For Batch 2 % x 83/ 57.3

| Category              | At admission |          | On completion of the course |          |
|-----------------------|--------------|----------|-----------------------------|----------|
|                       | Batch I      | Batch II | Batch I                     | Batch II |
| SC                    | 50.8         | 50       | 50.69844                    | 59.6782  |
| ST                    |              |          |                             |          |
| OBC                   | 68.1         | 74.3     | 81.31719                    | 100      |
| Women                 | 68.8         | 76.1     | 70.55625                    | 97.19435 |
| Physically challenged | 65.3         |          | 53.25                       |          |
| General category      | 70.2         | 71.3     | 65.56406                    | 90.6761  |
| Any other ( specify)  |              |          |                             |          |



# **PROFILE OF DEPARTMENTS**

## POST GRADUATE DEPARTMENT OF MATHEMATICS

| No. |   | Responses.                      |     |       |
|-----|---|---------------------------------|-----|-------|
| 1.  | Name of the Department.   | Mathematics                     |     |       |
| 2.  | Year of Establishment.  | 1948                            |     |       |
| 3.  | Number of Teachers sanctioned and present position.   | 9 (2 FIP, 1 Leave)              |     |       |
| 4.  | Number of Administrative Staff.   | Nil                             |     |       |
| 5.  | Number of Technical Staff.  | Nil                             |     |       |
| 6.  | Number of Teachers and students.  | Staff – 9<br>Students - 198     |     |       |
| 7.  | Demand Ratio (No. of Seats: No. of application).  | 48:650                          |     |       |
| 8.  | Ratio of Teachers to Students.  | 9:198 (1:22)                    |     |       |
| 9.  | Number of research scholar.   | One                             |     |       |
| 10. | The year when the curriculum was revised last.  | UG – 2010<br>PG – 2008          |     |       |
| 11. | Number of Student passed NET/SLET etc. (last five year).                                      | 2+1=3                           |     |       |
| 12. | Success rate of students (what is the pass percentage as compared to the university average.) |                                 | %   | Uty   |
|     |   | UG                              | 100 | 86.45 |
|     |   | PG                              | 82  | 73    |
| 13. | University Distinction/ Rank.   | Rank - Nil                      |     |       |
| 14. | Publications by Faculty. (Last five years.)   | 13                              |     |       |
| 15. | Awards and recognition received by faculty. (Last five years).                                | Two Staff has been awarded PhD. |     |       |
| 16. | Faculty who have attended National and International Seminars (Last five years).              | 9                               |     |       |
| 17. | Number of National and International Seminars (last five years).                              | National – One                  |     |       |
| 18. | Number of Teachers engaged in consultancy and revenue generated.                              | Nil                             |     |       |
| 19. | Number of ongoing projects and its total outlay.  | One, Rs. 1,60,000               |     |       |
| 20. | Research projects completed during last five & its total outlay.                              | Two (Rs. 40,000 + 6,00,000)     |     |       |
| 21. | Number of inventions and patents.   | Nil                             |     |       |
| 22. | Number of PhD theses guided during the last five years.                                       | Nil                             |     |       |
| 23. | Number of books in the department library, if any   | 2,366                           |     |       |
| 24. | Number of journals/ periodicals.  | 10                              |     |       |
| 25. | Number of computers.  | 18                              |     |       |
| 26. | Annual budget.  | 1,16,000                        |     |       |

**POST GRADUATE DEPARTMENT OF PHYSICS AND RESEARCH  
CENTRE**

| No. |   | Responses.  |    |       |
|-----|---|---|----|-------|
| 1.  | Name of the Department.   | Physics   |    |       |
| 2.  | Year of Establishment.  | 1948  |    |       |
| 3.  | Number of Teachers sanctioned and present position.   | 10  |    |       |
| 4.  | Number of Administrative Staff.   | Nil   |    |       |
| 5.  | Number of Technical Staff.  | 4   |    |       |
| 6.  | Number of Teachers and students.  | Teachers – 10<br>Students – 172(Main),<br>192(subsidiary) |    |       |
| 7.  | Demand Ratio (No. of Seats: No. of application).  | 1:33  |    |       |
| 8.  | Ratio of Teachers to Students.  | 9:364 (1:40)  |    |       |
| 9.  | Number of research scholar.   | 10  |    |       |
| 10. | The year when the curriculum was revised last.  | UG – 2010<br>PG – 2009                                    |    |       |
| 11. | Number of Student passed NET/SLET etc. (last five year).                                      | 6   |    |       |
| 12. | Success rate of students (what is the pass percentage as compared to the university average.) |   | %  | Uty   |
|     |   | PG  | 73 | 66    |
|     |   | UG  | 94 | 72.04 |
| 13. | University Distinction/ Rank.   | Rank – Nil  |    |       |
| 14. | Publications by Faculty. (Last five year.)  | 39  |    |       |
| 15. | Awards and recognition received by faculty. (Last five years).                                | Nil   |    |       |
| 16. | Faculty who have attended National and International Seminars (Last five years).              | 10  |    |       |
| 17. | Number of National and International Seminars (last five years).                              | National – One  |    |       |
| 18. | Number of Teachers engaged in consultancy and revenue generated.                              | Nil   |    |       |
| 19. | Number of ongoing projects and its total outlay.  | 5 (35.03 lakhs)   |    |       |
| 20. | Research projects completed during last five & its total outlay.                              | 3 ( 6.155 lakhs)  |    |       |
| 21. | Number of inventions and patents.   | Nil   |    |       |
| 22. | Number of PhD theses guided during the last five years.                                       | 2   |    |       |
| 23. | Number of books in the department library, if any   | 5000  |    |       |
| 24. | Number of journals/ periodicals.  | 6   |    |       |
| 25. | Number of computers.  | 10  |    |       |
| 26. | Annual budget.  | Rs 5,50,000   |    |       |

**POST GRADUATE DEPARTMENT OF CHEMISTRY AND RESEARCH  
CENTRE**

| No. |   | Responses.   |      |       |
|-----|---|--|------|-------|
| 1.  | Name of the Department.   | Chemistry  |      |       |
| 2.  | Year of Establishment.  | 1948   |      |       |
| 3.  | Number of Teachers sanctioned and present position.   | 11   |      |       |
| 4.  | Number of Administrative Staff.   | Nil  |      |       |
| 5.  | Number of Technical Staff.  | 4  |      |       |
| 6.  | Number of Teachers and students.  | Staff –11<br>Students – 167(Main)<br>Subsidiary- 224 |      |       |
| 7.  | Demand Ratio (No. of Seats: No. of application).  | 48: 1761   |      |       |
| 8.  | Ratio of Teachers to Students.  | 10 : 391   |      |       |
| 9.  | Number of research scholar.   | 20   |      |       |
| 10. | The year when the curriculum was revised last.  | UG – 2010<br>PG - 2008                               |      |       |
| 11. | Number of Student passed NET/SLET etc. (last five year).                                      | 3  |      |       |
| 12. | Success rate of students (what is the pass percentage as compared to the university average.) |  | %    | Uty   |
|     |   | PG   | 100  | 81.3  |
|     |   | UG   | 77.8 | 63.99 |
| 13. | University Distinction/ Rank.   | 2  |      |       |
| 14. | Publications by Faculty. (Last five year.)  | 32   |      |       |
| 15. | Awards and recognition received by faculty. (Last five years).                                | 3  |      |       |
| 16. | Faculty who have attended National and International Seminars (Last five years).              | 11   |      |       |
| 17. | Number of National and International Seminars (last five years).                              | National – One<br>Regional – 6                       |      |       |
| 18. | Number of Teachers engaged in consultancy and revenue generated.                              | Nil  |      |       |
| 19. | Number of ongoing projects and its total outlay.  | 5 (Rs. 27.55 lakhs)                                  |      |       |
| 20. | Research projects completed during last five & its total outlay.                              | 13 (Rs.24.2)   |      |       |
| 21. | Number of inventions and patents.   | 1 filed  |      |       |
| 22. | Number of PhD theses guided during the last five years.                                       | 3  |      |       |
| 23. | Number of books in the department library, if any   | 3570   |      |       |
| 24. | Number of journals/ periodicals.  | 11   |      |       |
| 25. | Number of computers.  | 11   |      |       |
| 26. | Annual budget.  | 5,00,000   |      |       |

**POST GRADUATE DEPARTMENT OF BOTANY AND RESEARCH  
CENTRE**

| No. |   | Responses.   |  |   |     |    |     |      |    |    |       |
|-----|---|--|--|---|-----|----|-----|------|----|----|-------|
| 1.  | Name of the Department.   | Botany   |  |   |     |    |     |      |    |    |       |
| 2.  | Year of Establishment.  | 1948   |  |   |     |    |     |      |    |    |       |
| 3.  | Number of Teachers sanctioned and present position.   | 8  |  |   |     |    |     |      |    |    |       |
| 4.  | Number of Administrative Staff.   | Nil  |  |   |     |    |     |      |    |    |       |
| 5.  | Number of Technical Staff.  | 4  |  |   |     |    |     |      |    |    |       |
| 6.  | Number of Teachers and students.  | teachers – 8<br>Students – 132(Main),<br>64(Subsidiary)  |  |   |     |    |     |      |    |    |       |
| 7.  | Demand Ratio (No. of Seats: No. of application).  | 1:36   |  |   |     |    |     |      |    |    |       |
| 8.  | Ratio of Teachers to Students.  | 1:25   |  |   |     |    |     |      |    |    |       |
| 9.  | Number of research scholar.   | 4  |  |   |     |    |     |      |    |    |       |
| 10. | The year when the curriculum was revised last.  | UG – 2010<br>PG – 2005   |  |   |     |    |     |      |    |    |       |
| 11. | Number of Student passed NET/SLET etc. (last five year).                                      | Not Available  |  |   |     |    |     |      |    |    |       |
| 12. | Success rate of students (what is the pass percentage as compared to the university average.) | <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th>%</th> <th>Uty</th> </tr> </thead> <tbody> <tr> <td>PG</td> <td>100</td> <td>75.6</td> </tr> <tr> <td>UG</td> <td>88</td> <td>73.52</td> </tr> </tbody> </table> |  | % | Uty | PG | 100 | 75.6 | UG | 88 | 73.52 |
|     | %   | Uty  |  |   |     |    |     |      |    |    |       |
| PG  | 100   | 75.6   |  |   |     |    |     |      |    |    |       |
| UG  | 88  | 73.52  |  |   |     |    |     |      |    |    |       |
| 13. | University Distinction/ Rank.   | Rank – 2   |  |   |     |    |     |      |    |    |       |
| 14. | Publications by Faculty. (Last five year.)  | 7  |  |   |     |    |     |      |    |    |       |
| 15. | Awards and recognition received by faculty. (Last five years).                                | 1  |  |   |     |    |     |      |    |    |       |
| 16. | Faculty who have attended National and International Seminars (Last five years).              | 4  |  |   |     |    |     |      |    |    |       |
| 17. | Number of National and International Seminars (last five years).                              | Nil  |  |   |     |    |     |      |    |    |       |
| 18. | Number of Teachers engaged in consultancy and revenue generated.                              | Nil  |  |   |     |    |     |      |    |    |       |
| 19. | Number of ongoing projects and its total outlay.  | 3 (19.882 lakhs)   |  |   |     |    |     |      |    |    |       |
| 20. | Research projects completed during last five & its total outlay.                              | 6  |  |   |     |    |     |      |    |    |       |
| 21. | Number of inventions and patents.   | Nil  |  |   |     |    |     |      |    |    |       |
| 22. | Number of PhD theses guided during the last five years.                                       | Nil  |  |   |     |    |     |      |    |    |       |
| 23. | Number of books in the department library, if any   | 2572   |  |   |     |    |     |      |    |    |       |
| 24. | Number of journals/ periodicals.  | 6  |  |   |     |    |     |      |    |    |       |
| 25. | Number of computers.  | 2  |  |   |     |    |     |      |    |    |       |
| 26. | Annual budget.  | 5,00,000   |  |   |     |    |     |      |    |    |       |

**POST GRADUATE DEPARTMENT OF ZOOLOGY AND RESEARCH  
CENTRE**

| No. |   | Responses.  |  |   |     |    |      |      |    |      |       |
|-----|---|---|--|---|-----|----|------|------|----|------|-------|
| 1.  | Name of the Department.   | Zoology   |  |   |     |    |      |      |    |      |       |
| 2.  | Year of Establishment.  | 1950  |  |   |     |    |      |      |    |      |       |
| 3.  | Number of Teachers sanctioned and present position.   | 8   |  |   |     |    |      |      |    |      |       |
| 4.  | Number of Administrative Staff.   | Nil   |  |   |     |    |      |      |    |      |       |
| 5.  | Number of Technical Staff.  | 1   |  |   |     |    |      |      |    |      |       |
| 6.  | Number of Teachers and students.  | teachers – 8<br>Students – 120(Main),<br>64(Subsidiary)   |  |   |     |    |      |      |    |      |       |
| 7.  | Demand Ratio (No. of Seats: No. of application).  | 1:10  |  |   |     |    |      |      |    |      |       |
| 8.  | Ratio of Teachers to Students.  | 1:15  |  |   |     |    |      |      |    |      |       |
| 9.  | Number of research scholar.   | 4   |  |   |     |    |      |      |    |      |       |
| 10. | The year when the curriculum was revised last.  | UG – 2010<br>PG – 2009  |  |   |     |    |      |      |    |      |       |
| 11. | Number of Student passed NET/SLET etc. (last five year).                                      | 5   |  |   |     |    |      |      |    |      |       |
| 12. | Success rate of students (what is the pass percentage as compared to the university average.) | <table border="1"> <thead> <tr> <th></th> <th>%</th> <th>Uty</th> </tr> </thead> <tbody> <tr> <td>PG</td> <td>86.7</td> <td>63.2</td> </tr> <tr> <td>UG</td> <td>89.6</td> <td>73.52</td> </tr> </tbody> </table> |  | % | Uty | PG | 86.7 | 63.2 | UG | 89.6 | 73.52 |
|     | %   | Uty   |  |   |     |    |      |      |    |      |       |
| PG  | 86.7  | 63.2  |  |   |     |    |      |      |    |      |       |
| UG  | 89.6  | 73.52   |  |   |     |    |      |      |    |      |       |
| 13. | University Distinction/ Rank.   | 3 <sup>rd</sup> Rank for MSc in<br>2004 and 2007  |  |   |     |    |      |      |    |      |       |
| 14. | Publications by Faculty. (Last five year.)  | 8   |  |   |     |    |      |      |    |      |       |
| 15. | Awards and recognition received by faculty. (Last five years).                                | 1   |  |   |     |    |      |      |    |      |       |
| 16. | Faculty who have attended National and International Seminars (Last five years).              | 5   |  |   |     |    |      |      |    |      |       |
| 17. | Number of National and International Seminars (last five years).                              | National -1, Regional-7   |  |   |     |    |      |      |    |      |       |
| 18. | Number of Teachers engaged in consultancy and revenue generated.                              | Nil   |  |   |     |    |      |      |    |      |       |
| 19. | Number of ongoing projects and its total outlay.  | 2   |  |   |     |    |      |      |    |      |       |
| 20. | Research projects completed during last five & its total outlay.                              | 2(5lakhs)   |  |   |     |    |      |      |    |      |       |
| 21. | Number of inventions and patents.   | Nil   |  |   |     |    |      |      |    |      |       |
| 22. | Number of PhD theses guided during the last five years.                                       | 7 ( 6 awarded)  |  |   |     |    |      |      |    |      |       |
| 23. | Number of books in the department library, if any   | 2179  |  |   |     |    |      |      |    |      |       |
| 24. | Number of journals/ periodicals.  | 6   |  |   |     |    |      |      |    |      |       |
| 25. | Number of computers.  | 3   |  |   |     |    |      |      |    |      |       |
| 26. | Annual budget.  | 3.5 Lakhs   |  |   |     |    |      |      |    |      |       |

**POST GRADUATE DEPARTMENT OF MALAYALAM AND RESEARCH  
CENTRE**

| No.    |   | Responses.   |
|--------|---|--|
| 1.     | Name of the Department.   | Malayalam  |
| 2.     | Year of Establishment.  | 1948   |
| 3.     | Number of Teachers sanctioned and present position.   | 11   |
| 4.     | Number of Administrative Staff.   | Nil  |
| 5.     | Number of Technical Staff.  | Nil  |
| 6.     | Number of Teachers and students.  | Teachers 09 Students –<br>200(Main), 320(Second<br>language) |
| 7.     | Demand Ratio (No. of Seats: No. of application).  | P.G. 1 :5,U.G. 1 :20   |
| 8.     | Ratio of Teachers to Students.  | 1:59   |
| 9.     | Number of research scholar.   | 10   |
| 10.    | The year when the curriculum was revised last.  | 2009   |
| 11.    | Number of Student passed NET/SLET etc. (last five year).                                      | 4  |
| 12.    | Success rate of students (what is the pass percentage as compared to the university average.) | Uty. average   |
| PG 100 |   | 62.1   |
| UG 68  |   | 71.05  |
| 13.    | University Distinction/ Rank.   | Rank – Nil   |
| 14.    | Publications by Faculty. (Last five year.)  | 119  |
| 15.    | Awards and recognition received by faculty. (Last five years).                                | 14   |
| 16.    | Faculty who have attended National and International Seminars                                 | 3  |
| 17.    | Number of National and International Seminars (last five years).                              | National – One   |
| 18.    | Number of Teachers engaged in consultancy and revenue generated.                              | 2 ( Free consultancy)  |
| 19.    | Number of ongoing projects and its total outlay.  | Nil  |
| 20.    | Research projects completed during last five & its total outlay.                              | 3 (7lakhs)   |
| 21.    | Number of inventions and patents.   | Nil  |
| 22.    | Number of PhD theses guided during the last five years.                                       | 2  |
| 23.    | Number of books in the department library, if any   | 15000  |
| 24.    | Number of journals/ periodicals.  | 6  |
| 25.    | Number of computers.  | 2  |
| 26.    | Annual budget.  | 163,5000   |

**POST GRADUATE DEPARTMENT OF HINDI AND RESEARCH  
CENTRE**

| No. |   | Responses.  |
|-----|---|---|
| 1.  | Name of the Department.   | Hindi   |
| 2.  | Year of Establishment.  | 1948  |
| 3.  | Number of Teachers sanctioned and present position.   | 10  |
| 4.  | Number of Administrative Staff.   | Nil   |
| 5.  | Number of Technical Staff.  | Nil   |
| 6.  | Number of Teachers and students.  | Staff – 10<br>Students –Main 150<br>Second Language-520 |
| 7.  | Demand Ratio (No. of Seats: No. of application).  | 40: 417   |
| 8.  | Ratio of Teachers to Students.  | 1: 67   |
| 9.  | Number of research scholars.  | 5   |
| 10. | The year when the curriculum was revised last.  | UG – 2010<br>PG – 2008                                  |
| 11. | Number of Student passed NET/SLET etc. (last five year).                                      | 4   |
| 12. | Success rate of students (what is the pass percentage as compared to the university average.) | PG 100      78.9  |
|     |   | UG 77.4      74.32                                      |
| 13. | University Distinction/ Rank.   | Rank – Nil  |
| 14. | Publications by Faculty. (Last five year.)  | 58  |
| 15. | Awards and recognition received by faculty. (Last five years).                                | 2   |
| 16. | Faculty who have attended National and International Seminars (Last five years).              | 10  |
| 17. | Number of National and International Seminars (last five years).                              | National – 2  |
| 18. | Number of Teachers engaged in consultancy and revenue generated.                              | Nil   |
| 19. | Number of ongoing projects and its total outlay.  | Nil   |
| 20. | Research projects completed during last five & its total outlay.                              | 4 (Rs.1.87 lakhs)                                       |
| 21. | Number of inventions and patents.   | Nil   |
| 22. | Number of PhD theses guided during the last five years.                                       | Nil   |
| 23. | Number of books in the department library, if any   | 2000  |
| 24. | Number of journals/ periodicals.  | 8   |
| 25. | Number of computers.  | 4   |
| 26. | Annual budget.  | 56,000  |



**POST GRADUATE DEPARTMENT OF COMMERCE AND RESEARCH  
CENTRE**

| No.    |   | Responses.  |  |     |       |      |        |    |
|--------|---|---|--|-----|-------|------|--------|----|
| 1.     | Name of the Department.   | Commerce  |  |     |       |      |        |    |
| 2.     | Year of Establishment.  | 1948  |  |     |       |      |        |    |
| 3.     | Number of Teachers sanctioned and present position.   | 8   |  |     |       |      |        |    |
| 4.     | Number of Administrative Staff.   | Nil   |  |     |       |      |        |    |
| 5.     | Number of Technical Staff.  | Nil   |  |     |       |      |        |    |
| 6.     | Number of Teachers and students.  | Staff –8<br>Students – 220  |  |     |       |      |        |    |
| 7.     | Demand Ratio (No. of Seats: No. of application).  | 50: 1821  |  |     |       |      |        |    |
| 8.     | Ratio of Teachers to Students.  | 1:23  |  |     |       |      |        |    |
| 9.     | Number of research scholar.   | 8   |  |     |       |      |        |    |
| 10.    | The year when the curriculum was revised last.  | UG – 2010<br>PG – 2008  |  |     |       |      |        |    |
| 11.    | Number of Student passed NET/SLET etc. (last five year).                                      | 4   |  |     |       |      |        |    |
| 12.    | Success rate of students (what is the pass percentage as compared to the university average.) | <table border="1" style="width: 100%;"> <thead> <tr> <th></th> <th>Uty</th> </tr> </thead> <tbody> <tr> <td>PG-93</td> <td>73.8</td> </tr> <tr> <td>UG -79</td> <td>42</td> </tr> </tbody> </table> |  | Uty | PG-93 | 73.8 | UG -79 | 42 |
|        | Uty   |   |  |     |       |      |        |    |
| PG-93  | 73.8  |   |  |     |       |      |        |    |
| UG -79 | 42  |   |  |     |       |      |        |    |
| 13.    | University Distinction/ Rank.   | Rank – Nil  |  |     |       |      |        |    |
| 14.    | Publications by Faculty. (Last five year.)  | 11  |  |     |       |      |        |    |
| 15.    | Awards and recognition received by faculty. (Last five years).                                | Nil.  |  |     |       |      |        |    |
| 16.    | Faculty who have attended National and International Seminars (Last five years).              | 4   |  |     |       |      |        |    |
| 17.    | Number of National and International Seminars organized (last five years).                    | 1   |  |     |       |      |        |    |
| 18.    | Number of Teachers engaged in consultancy and revenue generated.                              | Nil   |  |     |       |      |        |    |
| 19.    | Number of ongoing projects and its total outlay.  | 1(Rs 60000)   |  |     |       |      |        |    |
| 20.    | Research projects completed during last five & its total outlay.                              | 1 (Rs75,000)  |  |     |       |      |        |    |
| 21.    | Number of inventions and patents.   | Nil   |  |     |       |      |        |    |
| 22.    | Number of PhD theses guided during the last five years.                                       | 6   |  |     |       |      |        |    |
| 23.    | Number of books in the department library, if any   | 3500  |  |     |       |      |        |    |
| 24.    | Number of journals/ periodicals.  | 5   |  |     |       |      |        |    |
| 25.    | Number of computers.  | 6   |  |     |       |      |        |    |
| 26.    | Annual budget.  | 1,15,000  |  |     |       |      |        |    |

## POST GRADUATE DEPARTMENT OF ECONOMICS

| No.      |   | Responses.  |  |     |         |      |          |       |
|----------|---|---|--|-----|---------|------|----------|-------|
| 1.       | Name of the Department.   | Economics   |  |     |         |      |          |       |
| 2.       | Year of Establishment.  | 1948  |  |     |         |      |          |       |
| 3.       | Number of Teachers sanctioned and present position.   | 8   |  |     |         |      |          |       |
| 4.       | Number of Administrative Staff.   | Nil   |  |     |         |      |          |       |
| 5.       | Number of Technical Staff.  | Nil   |  |     |         |      |          |       |
| 6.       | Number of Teachers and students.  | Teachers – 8<br>Students – 220(Main),<br>144(subsidiary)  |  |     |         |      |          |       |
| 7.       | Demand Ratio (No. of Seats: No. of application).  | 1:35  |  |     |         |      |          |       |
| 8.       | Ratio of Teachers to Students.  | 1: 46   |  |     |         |      |          |       |
| 9.       | Number of research scholar.   | 3   |  |     |         |      |          |       |
| 10.      | The year when the curriculum was revised last.  | PG-2008<br>UG-2010  |  |     |         |      |          |       |
| 11.      | Number of Student passed NET/SLET etc. (last five year).                                      | 2   |  |     |         |      |          |       |
| 12.      | Success rate of students (what is the pass percentage as compared to the university average.) | <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th>Uty</th> </tr> </thead> <tbody> <tr> <td>PG - 85</td> <td>64.9</td> </tr> <tr> <td>UG- 86.4</td> <td>53.44</td> </tr> </tbody> </table> |  | Uty | PG - 85 | 64.9 | UG- 86.4 | 53.44 |
|          | Uty   |   |  |     |         |      |          |       |
| PG - 85  | 64.9  |   |  |     |         |      |          |       |
| UG- 86.4 | 53.44   |   |  |     |         |      |          |       |
| 13.      | University Distinction/ Rank.   | Rank – Nil  |  |     |         |      |          |       |
| 14.      | Publications by Faculty. (Last five year.)  | 14  |  |     |         |      |          |       |
| 15.      | Awards and recognition received by faculty. (Last five years).                                | One   |  |     |         |      |          |       |
| 16.      | Faculty who have attended National and International Seminars (Last five years).              | 2   |  |     |         |      |          |       |
| 17.      | Number of National and International Seminars (last five years).                              | National – Two  |  |     |         |      |          |       |
| 18.      | Number of Teachers engaged in consultancy and revenue generated.                              | Nil   |  |     |         |      |          |       |
| 19.      | Number of ongoing projects and its total outlay.  | Nil   |  |     |         |      |          |       |
| 20.      | Research projects completed during last five & its total outlay.                              | 5   |  |     |         |      |          |       |
| 21.      | Number of inventions and patents.   | Nil   |  |     |         |      |          |       |
| 22.      | Number of PhD theses guided during the last five years.                                       | 3   |  |     |         |      |          |       |
| 23.      | Number of books in the department library, if any   | 3000  |  |     |         |      |          |       |
| 24.      | Number of journals/ periodicals.  | 5   |  |     |         |      |          |       |
| 25.      | Number of computers.  | 2   |  |     |         |      |          |       |
| 26.      | Annual budget.  | Rs 1,00,000   |  |     |         |      |          |       |

## DEPARTMENT OF ENGLISH

| No. |   | Responses.  |
|-----|---|---|
| 1.  | Name of the Department.   | English   |
| 2.  | Year of Establishment.  | 1948  |
| 3.  | Number of Teachers sanctioned and present position.   | 9   |
| 4.  | Number of Administrative Staff.   | Nil   |
| 5.  | Number of Technical Staff.  | Nil   |
| 6.  | Number of Teachers and students.  | Teachers –9<br>Students – 90 (main),<br>530(Language) |
| 7.  | Demand Ratio (No. of Seats: No. of application).  | 1 : 64  |
| 8.  | Ratio of Teachers to Students.  | 1: 69   |
| 9.  | Number of research scholar.   | NA  |
| 10. | The year when the curriculum was revised last.  | 2010  |
| 11. | Number of Student passed NET/SLET etc. (last five year).                                      | Not Applicable  |
| 12. | Success rate of students (what is the pass percentage as compared to the university average.) | Uty   |
|     |   | 58                  40.78                             |
| 13. | University Distinction/ Rank.   | Rank – Nil  |
| 14. | Publications by Faculty. (Last five year.)  | Nil   |
| 15. | Awards and recognition received by faculty. (Last five years).                                | Nil.  |
| 16. | Faculty who have attended National and International Seminars (Last five years).              | 1   |
| 17. | Number of National and International Seminars (last five years).                              | National – One  |
| 18. | Number of Teachers engaged in consultancy and revenue generated.                              | Three   |
| 19. | Number of ongoing projects and its total outlay.  | Nil   |
| 20. | Research projects completed during last five & its total outlay.                              | One (Rs 40,000/-)                                     |
| 21. | Number of inventions and patents.   | Nil   |
| 22. | Number of PhD theses guided during the last five years.                                       | Nil   |
| 23. | Number of books in the department library, if any   | 2430  |
| 24. | Number of journals/ periodicals.  | 4   |
| 25. | Number of computers.  | 2   |
| 26. | Annual budget.  | Rs 50,000   |

## DEPARTMENT OF HISTORY

| No. |   | Responses.                    |
|-----|---|-------------------------------|
| 1.  | Name of the Department.   | History                       |
| 2.  | Year of Establishment.  | 1999                          |
| 3.  | Number of Teachers sanctioned and present position.   | 4                             |
| 4.  | Number of Administrative Staff.   | Nil                           |
| 5.  | Number of Technical Staff.  | Nil                           |
| 6.  | Number of Teachers and students.  | Teachers – 4<br>Students – 92 |
| 7.  | Demand Ratio (No. of Seats: No. of application).  | 1 :36                         |
| 8.  | Ratio of Teachers to Students.  | 1: 23                         |
| 9.  | Number of research scholar.   | Nil                           |
| 10. | The year when the curriculum was revised last.  | 2010                          |
| 11. | Number of Student passed NET/SLET etc. (last five year).                                      | Not Applicable                |
| 12. | Success rate of students (what is the pass percentage as compared to the university average.) | Uty<br>81.4     60.62         |
| 13. | University Distinction/ Rank.   | Rank – Nil                    |
| 14. | Publications by Faculty. (Last five year.)  | 1                             |
| 15. | Awards and recognition received by faculty. (Last five years).                                | Nil.                          |
| 16. | Faculty who have attended National and International Seminars (Last five years).              | 2                             |
| 17. | Number of National and International Seminars (last five years).                              | National – One                |
| 18. | Number of Teachers engaged in consultancy and revenue generated.                              | Nil                           |
| 19. | Number of ongoing projects and its total outlay.  | Nil                           |
| 20. | Research projects completed during last five & its total outlay.                              | One (Rs. 50,000)              |
| 21. | Number of inventions and patents.   | Nil                           |
| 22. | Number of PhD theses guided during the last five years.                                       | Nil                           |
| 23. | Number of books in the department library, if any   | 879                           |
| 24. | Number of journals/ periodicals.  | 2                             |
| 25. | Number of computers.  | 1                             |
| 26. | Annual budget.  | Rs 50,000                     |

## DEPARTMENT OF SOCIOLOGY

| No. |   | Responses.                   |              |
|-----|---|------------------------------|--------------|
| 1.  | Name of the Department.   | Sociology                    |              |
| 2.  | Year of Establishment.  | 1980                         |              |
| 3.  | Number of Teachers sanctioned and present position.   | 3                            |              |
| 4.  | Number of Administrative Staff.   | Nil                          |              |
| 5.  | Number of Technical Staff.  | Nil                          |              |
| 6.  | Number of Teachers and students.  | 3, 117                       |              |
| 7.  | Demand Ratio (No. of Seats: No. of application).  | 1 : 18                       |              |
| 8.  | Ratio of Teachers to Students.  | 3: 117                       |              |
| 9.  | Number of research scholar.   | Nil                          |              |
| 10. | The year when the curriculum was revised last.  | 2009                         |              |
| 11. | Number of Student passed NET/SLET etc. (last five year).                                      | 1                            |              |
| 12. | Success rate of students (what is the pass percentage as compared to the university average.) | 63.4                         | Uty<br>66.23 |
| 13. | University Distinction/ Rank.   | 3                            |              |
| 14. | Publications by Faculty. (Last five year.)  | Nil                          |              |
| 15. | Awards and recognition received by faculty. (Last five years).                                | Nil                          |              |
| 16. | Faculty who have attended National and International Seminars (Last five years).              | 3                            |              |
| 17. | Number of National and International Seminars (last five years).                              | National – 1<br>Regional – 3 |              |
| 18. | Number of Teachers engaged in consultancy and revenue generated.                              | Nil                          |              |
| 19. | Number of ongoing projects and its total outlay.  | 1 (Rs 45000)                 |              |
| 20. | Research projects completed during last five & its total outlay.                              | Nil                          |              |
| 21. | Number of inventions and patents.   | Nil                          |              |
| 22. | Number of PhD theses guided during the last five years.                                       | Nil                          |              |
| 23. | Number of books in the department library, if any   | 950                          |              |
| 24. | Number of journals/ periodicals.  | 2                            |              |
| 25. | Number of computers.  | 1                            |              |
| 26. | Annual budget.  | 50,000                       |              |

## DEPARTMENT OF PSYCHOLOGY

|    |   |                                     |      |
|----|---|-------------------------------------|------|
| 1  | Name of the Department  | <b>Psychology</b>                   |      |
| 2  | Year of Establishment   | 1981                                |      |
| 3  | Number of Teachers sanctioned and present position                                | 4,4                                 |      |
| 4  | Number of Administrative Staff  | Nil                                 |      |
| 5  | Number of Technical Staff   | Nil                                 |      |
| 6  | Number of Teachers and Students   | 4,105                               |      |
| 7  | Demand Ratio (No. of seats : No. of applications)                                 | 32,415                              |      |
| 8  | Ratio of Teachers to Students   | 1:26                                |      |
| 9  | Number of research scholars who had their master's degree from other institutions | Nil                                 |      |
| 10 | The year when the curriculum was revised last                                     | 2010                                |      |
| 11 | Number of students passed NET/SLET,JRF etc. (last two years)                      | 4                                   |      |
| 12 | Success Rate of students ( compared to the University average)                    | 91%                                 | 61.2 |
| 13 | University Distinction/ Ranks   | 4                                   |      |
| 14 | Publications by faculty (last 5 years)  | 9 , 1 Book                          |      |
| 15 | Awards and recognition received by faculty (last five years)                      | Dr.Mridula Nair<br>( Rotary award ) |      |
| 16 | Faculty who have Attended National and International Seminars (last five years)   | 3                                   |      |
| 17 | Number of Regional seminars organized (Last five years)                           | 21                                  |      |
| 18 | Number of teachers engaged in consultancy   | 3                                   |      |
| 19 | Number of Ongoing projects and its total outlay                                   | 1(Dr.Adithi)<br>Rs.1 Lakh           |      |
| 20 | Research projects completed during last two & its total outlay                    | Nil                                 |      |
| 21 | Number of inventions and patents  | Nil                                 |      |
| 22 | Number of Ph. D theses guided during the last two years                           | Nil                                 |      |
| 23 | Number of Books in the Departmental Library, if any                               | 638                                 |      |
| 24 | Number of Journals/Periodicals  | Nil                                 |      |
| 25 | Number of Computers   | 2                                   |      |

|    |               |               |
|----|---------------|---------------|
| 26 | Annual Budget | Rs. 70,000 /- |
|----|---------------|---------------|

### DEPARTMENT OF PHYSICAL EDUCATION

| No. |   | Responses.                             |
|-----|---|--|
| 1.  | Name of the Department.   | Physical Education                     |
| 2.  | Year of Establishment.  | 1948                                   |
| 3.  | Number of Teachers sanctioned and present position.   | 2                                      |
| 4.  | Number of Administrative Staff.   | Nil                                    |
| 5.  | Number of Technical Staff.  | 1                                      |
| 6.  | Number of Teachers and students.  | Staff – 2                              |
| 7.  | Demand Ratio (No. of Seats: No. of application).  | 1:5                                    |
| 8.  | Ratio of Teachers to Students.  | 1 : 900                                |
| 9.  | Number of research scholar.   | Nil                                    |
| 10. | The year when the curriculum was revised last.  | NA                                     |
| 11. | Number of Student passed NET/SLET etc. (last five year).                                      | NA                                     |
| 12. | Success rate of students (what is the pass percentage as compared to the university average.) | NA                                     |
| 13. | University Distinction/ Rank.   | Won many University championships      |
| 14. | Publications by Faculty. (Last five year.)  | Nil                                    |
| 15. | Awards and recognition received by faculty. (Last five years).                                | 1 faculty member has been awarded PhD. |
| 16. | Faculty who have attended National and International Seminars (Last five years).              | 2                                      |
| 17. | Number of National and International Seminars (last five years).                              | Nil                                    |
| 18. | Number of Teachers engaged in consultancy and revenue generated.                              | Nil                                    |
| 19. | Number of ongoing projects and its total outlay.  | Nil                                    |
| 20. | Research projects completed during last five & its total outlay.                              | Nil                                    |
| 21. | Number of inventions and patents.   | Nil                                    |
| 22. | Number of PhD theses guided during the last five years.                                       | Nil                                    |
| 23. | Number of books in the department library, if any   | NA                                     |
| 24. | Number of journals/ periodicals.  | 2                                      |
| 25. | Number of computers.  | 2                                      |
| 26. | Annual budget.  | 2,50,000                               |

## DEPARTMENT OF SANSKRIT

| No. |   | Responses.             |
|-----|---|------------------------|
| 1.  | Name of the Department.   | Sanskrit               |
| 2.  | Year of Establishment.  | 1948                   |
| 3.  | Number of Teachers sanctioned and present position.   | 1                      |
| 4.  | Number of Administrative Staff.   | Nil                    |
| 5.  | Number of Technical Staff.  | Nil                    |
| 6.  | Number of Teachers and students.  | Staff –1<br>Students - |
| 7.  | Demand Ratio (No. of Seats: No. of application).  | NA                     |
| 8.  | Ratio of Teachers to Students.  |                        |
| 9.  | Number of research scholar.   | Nil                    |
| 10. | The year when the curriculum was revised last.  | UG – 2010<br>PG – 2008 |
| 11. | Number of Student passed NET/SLET etc. (last five year).                                      | NA                     |
| 12. | Success rate of students (what is the pass percentage as compared to the university average.) | PG 100<br>UG 100       |
| 13. | University Distinction/ Rank.   | NA                     |
| 14. | Publications by Faculty. (Last five year.)  | 3                      |
| 15. | Awards and recognition received by faculty. (Last five years).                                | Nil.                   |
| 16. | Faculty who have attended National and International Seminars (Last five years).              | 1                      |
| 17. | Number of National and International Seminars (last five years).                              | Nil                    |
| 18. | Number of Teachers engaged in consultancy and revenue generated.                              | Nil                    |
| 19. | Number of ongoing projects and its total outlay.  | Nil                    |
| 20. | Research projects completed during last five & its total outlay.                              | Nil                    |
| 21. | Number of inventions and patents.   | Nil                    |
| 22. | Number of PhD theses guided during the last five years.                                       | Nil                    |
| 23. | Number of books in the department library, if any   | 50                     |
| 24. | Number of journals/ periodicals.  | Nil                    |
| 25. | Number of computers.  | Nil                    |
| 26. | Annual budget.  | Nil                    |



## DEPARTMENT OF RUSSIAN

| No. |   | Responses.                |
|-----|---|---------------------------|
| 1.  | Name of the Department.   | Russian                   |
| 2.  | Year of Establishment.  | 1985                      |
| 3.  | Number of Teachers sanctioned and present position.   | 1                         |
| 4.  | Number of Administrative Staff.   | Nil                       |
| 5.  | Number of Technical Staff.  | Nil                       |
| 6.  | Number of Teachers and students.  | Staff –1<br>Students - 65 |
| 7.  | Demand Ratio (No. of Seats: No. of application).  | NA                        |
| 8.  | Ratio of Teachers to Students.  | 1:65                      |
| 9.  | Number of research scholar.   | Nil                       |
| 10. | The year when the curriculum was revised last.  | 2010                      |
| 11. | Number of Student passed NET/SLET etc. (last five year).                                      | NA                        |
| 12. | Success rate of students (what is the pass percentage as compared to the university average.) | 100                       |
| 13. | University Distinction/ Rank.   | NA                        |
| 14. | Publications by Faculty. (Last five year.)  | Nil                       |
| 15. | Awards and recognition received by faculty. (Last five years).                                | Nil.                      |
| 16. | Faculty who have attended National and International Seminars (Last five years).              | 1                         |
| 17. | Number of National and International Seminars (last five years).                              | Nil                       |
| 18. | Number of Teachers engaged in consultancy and revenue generated.                              | Nil                       |
| 19. | Number of ongoing projects and its total outlay.  | Nil                       |
| 20. | Research projects completed during last five & its total outlay.                              | Nil                       |
| 21. | Number of inventions and patents.   | Nil                       |
| 22. | Number of PhD theses guided during the last five years.                                       | Nil                       |
| 23. | Number of books in the department library, if any   | 36                        |
| 24. | Number of journals/ periodicals.  | Nil                       |
| 25. | Number of computers.  | Nil                       |
| 26. | Annual budget.  | Nil                       |

## DEPARTMENT OF POLITICAL SCIENCE

| No. |   | Responses.                 |
|-----|---|----------------------------|
| 1.  | Name of the Department.   | Political Science          |
| 2.  | Year of Establishment.  | 1948                       |
| 3.  | Number of Teachers sanctioned and present position.   | 1                          |
| 4.  | Number of Administrative Staff.   | Nil                        |
| 5.  | Number of Technical Staff.  | Nil                        |
| 6.  | Number of Teachers and students.  | Staff –1<br>Students – 266 |
| 7.  | Demand Ratio (No. of Seats: No. of application).  | NA                         |
| 8.  | Ratio of Teachers to Students.  | 1:266                      |
| 9.  | Number of research scholar.   | Nil                        |
| 10. | The year when the curriculum was revised last.  | 2010                       |
| 11. | Number of Student passed NET/SLET etc. (last five year).                                      | NA                         |
| 12. | Success rate of students (what is the pass percentage as compared to the university average.) |                            |
| 13. | University Distinction/ Rank.   | NA                         |
| 14. | Publications by Faculty. (Last five year.)  |                            |
| 15. | Awards and recognition received by faculty. (Last five years).                                |                            |
| 16. | Faculty who have attended National and International Seminars (Last five years).              | 1                          |
| 17. | Number of National and International Seminars (last five years).                              | Nil                        |
| 18. | Number of Teachers engaged in consultancy and revenue generated.                              | Nil                        |
| 19. | Number of ongoing projects and its total outlay.  | Nil                        |
| 20. | Research projects completed during last five & its total outlay.                              | Nil                        |
| 21. | Number of inventions and patents.   | Nil                        |
| 22. | Number of PhD theses guided during the last five years.                                       | Nil                        |
| 23. | Number of books in the department library, if any   | 350                        |
| 24. | Number of journals/ periodicals.  | 1                          |
| 25. | Number of computers.  | Nil                        |
| 26. | Annual budget.  | Nil                        |

# **Part II**

# **Evaluative Report**

## **EXECUTIVE SUMMARY**

Mahatma Gandhi College is an aided institution under the University of Kerala owned and managed by the Nair Service Society. Nair Service Society is a prominent educational agency in the State of Kerala which is bent on providing quality education to all, particularly the economically challenged sections of the society. The institution offers UG programs in 13 disciplines, PG in nine and research in seven disciplines. There are 105 teachers, 48 non-teaching staff and about 2000 students. The curriculum and syllabus are developed by the University. The institution through its faculty who have membership in the University bodies involve in the development of curriculum and syllabus. Feedback from all stakeholders, supplementary programs to strengthen the curriculum, periodic examinations and parent –student –teacher(PTS) meetings are some of the best practices.

Students are admitted on the basis of the rules fixed by Government and University. We take special attention to see that economically and socially deprived are not pushed back in the process. Peer-teaching, computer-aided-teaching, online examinations, seminars, projects, periodic examinations and review etc strengthen the teaching process. The academic committee of the college plan, monitor and streamline the academic programmes. A college level, department-level and individual teacher level plans form the components of academic planning.

The institution has a strong research culture. It has seven research departments, 23 research guides in the faculty in addition to 30 non-faculty guides, 70 research students

and 22 ongoing projects totaling an outlay of 90 lakhs. Out of Rs 1.25 crore DST assistance and 0.5 crore received under CPE, 40% is set apart for the promotion of research. International, national and interdepartmental collaborations strengthen the research. The research committee of the college is engaged in promoting research culture among students and faculty through the transfer of knowledge generated out of research. The research has brought out 160 publications in the last five years, 15 Ph.D.s, 30 books and a lot of awards to the faculty. Consultancy services are offered by 12 members on the faculty. NSS, Santhwanam, mental health club and women's study unit coordinate the extension programs.

The college is located in the heart of the capital city Trivandrum. There are three buildings which house the 17 departments, central library and Principal's office, seminar hall, auditorium and computer lab. The institution has 15 laboratories, 13 department libraries, a museum, a gymnasium, canteen and separate ladies' rest rooms. A special feature is the thirteen digital class rooms, the language lab and browsing centre. The institution conducts two add-on courses, and a certificate course in computer. All the departments are linked by internal LAN and the campus is Wi-Fi.

The students hail mainly from lower middle class and BPL sections of society. The institution has special programs instituted by the PTA for supporting poor students. Girl students outnumber boys. Placement programs, career and counselling services, add-on courses, NET training, seminars, field trips etc increase the confidence level of the students. The students are given the opportunity to participate in the functioning of the institution through the College Union activities. Feedback collected from students and parents are given due consideration in the formulation of institutional plans.

The institution has an elite management who considers education as a social service activity. The Management keeps close vigil at the different activities in the institution, appoint staff, carry out the development activities along with repair and maintenance. The rules of functioning have been developed on the basis of the agreement signed with the University and Government. Different clubs and committees strengthen the academic scenario and contribute to achieve the holistic development of the students. PTA and alumni associations render strong support to the different programs. The academic collaborations the institution has got is highly beneficial to the PG and research students.

Remedial teaching, peer teaching, ICT enabled teaching techniques, highly qualified faculty, 100% computer literacy, special assistance for financially backward students, frequent interactions with parents, alumni and society etc are some of the distinctive features of the institution.

# CRITERION-WISE EVALUATIVE REPORT

## *Criterion I: Curricular Aspects*

### **1.1 Curriculum Design and Development**

1.1.1 State the vision and mission of the institution, and how it is communicated to the students, teachers, staff and other stakeholders?

Mahatma Gandhi College is one of the largest and oldest educational institution under the management of Nair Service Society. The Society and the educational institutions under it were materialized through the insight of its legendary founder Bharatha Kesari Sri Mannathu Padmanabhan. The society was formed at a time when the Nair community, a prominent community of ancient Kerala was at a state of total disorientation. The community which was the principal warrior class of the Princely states was driven to the verges of poverty due to the unemployment generated as a result of the decline of the Princely states in the early 1940's. The community was also plagued with a lot of superstitious customs and beliefs and a sense of false prestige which held back the majority from practicing employment skills or taking up productive employment under others. The great visionary, our founder Sri Mannathu Padmanabhan truly recognized that education is the only hope for the community to escape from this situation. Education at that time was in the hands of a few and was available only to the socially and economically advanced communities. The overriding influence of Western education and the mixing of education with religion was creating cultural and social conflicts. Sri Mannathu Padmanabhan with the help of a few dedicated workers started a number of educational institutions through out the length and breadth of Kerala with a view to provide free and fair education to all. True to this ideology, this institution

recognizes the importance of imparting education, the provision of pure knowledge as its supreme role. Education to us is not a mere transaction of syllabus, but is an effort to enlighten an individual by imparting pure knowledge. The knowledge imparted should make him mentally strong, induce in him an urge to learn more and arrive at the true understanding of the world.

### SA VIDYA YA VIMUKTHAYE

The college through its activities strives to achieve this ultimate goal of education. It should function as a tool for the emancipation of mind and rise it to a higher state of existence.

#### **Our mission**

- 1) Free and fair education to all without any distinctions of caste creed or culture.
- 2) Special attention to the weaker sections of the society.
- 3) Cultivation of free thinking by making students mentally sound and physically strong.
- 4) Opening up the frontiers of knowledge before students so that they may have a desire to learn more
- 5) Create atmosphere for the holistic development of the individual and modulate them into good citizens who love their fellow beings, have care for the society and live for the country.
- 6) Provide the student with adequate skills for rewarding employment

The vision and mission of the institution are communicated to the students, teachers, staff and other stakeholders through our programmes and policies. They are reflected even in the admission of students and selection of teachers. Our admission process is very transparent affair and all the rules are followed strictly. Special care is taken to see that economic backwardness never hinder the chance of a bright student for higher studies. In



the selection of teachers also merit is given high priority. Once the student has secured admission to the college, the college takes it as its duty to deliver its best so that when the student passes out from the college, he will be a total individual. No type of discrimination is allowed in the college. All efforts of the teachers and students to acquire more knowledge are given fair encouragement. The curriculum transaction is completed well in advance of the examinations. Programmes to enrich the academic ambience with co-curricular and extra-curricular activities are given special thrust.

The institution pays special attention for maintaining a calm and peaceful atmosphere. Political or factional rivalries are totally absent in the campus. Our extracurricular and co-curricular programmes give special attention to supplement the student with professional skills.

- 1.1.2 How does the mission statement reflect the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientation?

Our mission to use education as a tool for social, material, cultural and intellectual emancipation of individuals has its root in the vision of our founder who perceived education as the most potent tool for social change. True that the society has undergone tremendous changes ever since the starting of these institutions in the late 1940's but the original circumstances that prompted these activities in the mind of our founder has not disappeared completely. There may be changes in the degree of disparities, universality of knowledge and cohesiveness of individuals and communities, but the original problems and inequalities still exist. The institution is bent on fulfilling the vision of our founder and seeks to find expression for the same through its programmes and policies. The poorest sections of

the society still look towards Mahatma Gandhi College when they aspire for quality education. No distinction is perpetuated for religion, cast or creed and institution takes special efforts to see that the economic burden for students belonging to lower strata of the society who aspire for higher education is minimum. All this is done without any compromise on quality of its products and services.

- 1.1.3 Are the academic programmes in line with the institution's goals and objectives? If yes, give details on how the curricula developed / adopted, address the needs of the society and have relevance to the regional / national and global trends and developmental needs? (access to the Disadvantaged, Equity, Self development, Community and National Development, Ecology and environment, Value orientation, Employment, ICT introduction, Global and National demands and so on)

The institution works in an affiliated system where the normal academic programmes and curricula are controlled by the University. The role of the institution is limited to the areas of transaction of syllabus and its supplementation through indigenous programmes and policies. However the institution is making full use of the opportunities offered by co curricular and extracurricular activities for supplementing the curriculum and giving it an institution specific orientation. The institution has also opportunity for influencing the formulation of curricula through the representatives of the faculty who are members of the various academic bodies of the University. In the spheres of co-curricular and extracurricular arena the institution however holds full freedom. The numerous club activities, add on courses and certificate courses provide the institution ample opportunity to raise the quality of output and give it value addition. The ICT enabled curricular transaction at all levels helps to equip our students to face the challenges posed by the e-

revolution. Our policy of imparting quality education on basic sciences is in tune with the global need of strengthening the basic science education. The NCC and NSS take care of the students social and national commitments. The admission policies which give highest priority to merit and minimum demands on money is in tune with our policy of providing opportunity to the most deprived for quality education. The institution is in the forefront in distributing and organizing remedial classes and NET coaching for SC/ST/OBC/minorities/BPL sections with financial assistance from UGC.

- 1.1.4 How does the curriculum cater to inclusion/integration of Information and Communication Technology (ICT) in the curriculum, for equipping the students to compete in the global employment markets?

The curriculum is defined by the University and the institution has freedom only in deciding the methods for curriculum transaction. The institution starting from the days of first accreditation has been trying to incorporate increased ICT content in the teaching process. The attempts started with the incorporation of a computer lab into the infrastructure of the institution and the inception of programmes through which its availability was ensured to all teachers and students of the institution. The subsidized internet services are extensively used by teachers and students alike. Some departments like Chemistry and Mathematics have set up their own computer lab and in future we would strive to have computer lab for each and every department. The practice got a large boosting with the incorporation of the increased hardware and software support made possible through the funds provided by the schemes under CPE. Now each department of the institution has a digital class room with LAN and internet connection. These class rooms are equipped with multimedia projection devices which open up the

whole world of knowledge and information before the students. The library has extensive facility for browsing abstracts, current contents and viewing open access online journals and books. The students have also the opportunity to take online examinations and also collect the notes of teachers from the website linked to our LAN and internet.

- 1.1.5 Specify the initiatives and contributions of the institution in the curriculum design and development process. (Need assessment, development of information database, feedback from faculty, students, alumni, employees and academic peers, and communicating the information and feedback for appropriate inclusion and decisions in statutory academic bodies, Membership of BOS and by sending agenda items etc.)

The institution constantly collects feedback from different stake holders and well wishers. The institution, departments and teachers collect separate feed backs. The feedbacks from parents are collected during PTS (Parent-Teacher-Student) meetings which is a special feature of the institution. Information collected during PTS meetings are the important sources of feedback from parents. The Alumni meeting and QAC provide a forum for feedback from public. The feedback data collected are consolidated and the opinions are discussed at the meetings of the College Council, IQAC, Academic Committee and Departmental Committees. The output is communicated to the appropriate bodies through the institutional agencies. The matters regarding the institution are communicated to the management through the Principal. Academic matters are presented at the university bodies through the teacher members. At present the institution has a representative in the University Senate and ten members in the Board Studies.

## 1.2 Academic Flexibility

### 1.2.1 What are the range of programme options available to learners in terms of Degrees, Certificates and Diplomas?

The institution offer degree courses in 13 disciplines, post graduate programmes in 9 disciplines and doctoral degree in seven disciplines. The doctoral programmes have wide range for option of topics. Some of the thrust areas of research offered by different departments are listed in Annexure (No).

Post graduate courses offer limited freedom in the choice of programmes. The institution has post graduate programmes in Mathematics, Physics, Chemistry, Botany, Zoology, Economics, Malayalam, Hindi and Commerce. The students have to follow the syllabus fixed by the University. Some subjects like Chemistry offer choice for selection of optional paper during the final semester.

The College is offering 13 UG programs. There are five science programmes, three languages, four social science programmes and commerce. At present there are annual and semester programmes for the UG education. The semester programmes offer more flexibility in the choice of programmes. An open course is offered by each department during the fifth semester which the student is free to choose. In addition to main, English and subsidiary papers, the students have to undergo a course in another language during the first two years. The institution offers four additional language options for students viz. Malayalam, Hindi, Sanskrit and Russian.

In addition to the regular programmes, the institution offers two Add On courses of the UGC. A certificate course intended to provide basic knowledge in computer sciences is provided by the computer club. Certificate programmes like research

orientation, scientific drawing, computational chemistry etc are offered by some departments

1.2.2 Give details on the following provisions with reference to academic flexibility, value addition and course enrichment:

- a) Core options b) Elective options c) Add on courses d) Interdisciplinary courses
- e) Flexibility to the students to move from one discipline to another f) flexibility to pursue the programme with reference to the time frame (flexible time for completion)

The UG programs offered by the college may be broadly classified into two groups, the annual programs and the current Choice Based Credit and Semester System(CBCSS) for degree courses. The PG programs offer a semester pattern. The University introduced a new Choice Based Credit and Semester system for the U G courses last year. It offers greater freedom in exercising options but there is no possibility to move from one course to another and fixed time frame is a feature of all courses. However the student gets an opportunity to choose an open course in the fifth semester. The open course can be any one course offered by the 14 departments of the institution except the parent department. The Department of Physical Education is also offering an open course under CBCSS. The Ph.D. programs now been modified by the University as per the new UGC guidelines and incorporated qualifying examination, pre-submission seminar etc. in the Ph.D. programs.

**a) Core options**

The following core options are available for the different courses offered by the institution

Table 1.1 :- Programme options available to students

| Sl. No. | Under graduate | Post graduate | Doctoral degree |
|---------|----------------|---------------|-----------------|
| 1       | Mathematics    | Mathematics   |                 |
| 2       | Physics        | Physics       | Physics         |
| 3       | Chemistry      | Chemistry     | Chemistry       |
| 4       | Botany         | Botany        | Botany          |
| 5       | Zoology        | Zoology       | Zoology         |
| 6       | Economics      | Economics     |                 |
| 7       | Malayalam      | Malayalam     | Malayalam       |
| 8       | Hindi          | Hindi         | Hindi           |
| 9       | Commerce       | Commerce      | Commerce        |
| 10      | English        |               |                 |
| 11      | History        |               |                 |
| 12      | Sociology      |               |                 |
| 13      | Psychology     |               |                 |

**b) Elective options in under graduate programmes**

Compulsory Language Programme: English

| Sr No | Core        | Complementary          | Language                              |
|-------|-------------|------------------------|---------------------------------------|
| 1     | Mathematics | Statistics, Physics    | Malayalam, Hindi<br>Sanskrit, Russian |
| 2     | Physics     | Mathematics, Chemistry | „                                     |
| 3     | Chemistry   | Mathematics, Physics   | „                                     |

|    |            |   |   |
|----|------------|---|---|
| 4  | Botany     | Chemistry, Zoology                          | „ |
| 5  | Zoology    | Chemistry, Botany                           | „ |
| 6  | Economics  | Political science, History                  | „ |
| 7  | Malayalam  | Kerala culture, Sanskrit                    | „ |
| 8  | Hindi      | Translation                                 | „ |
| 9  | Commerce   | Commerce                                    | „ |
| 10 | English    | History of English<br>Literature. Sociology | „ |
| 11 | History    | Political science,<br>Economics             | „ |
| 12 | Sociology  | Political science, History                  | „ |
| 13 | Psychology | Statistics<br>Brain and Behavior            | „ |

The new choice based credit and semester system in addition to these options provide the opportunity for the students to select an open course during the fifth semester, , which can be from any of the open course offered by the institution other than the parent department. The students can also choose an elective of their core course during sixth semester.

### **C Add on courses**

The institution offers two Add On courses to its students , an Add On course on ‘Retail Marketing’ offered by the department of Commerce and the other a multi-disciplinary one on ‘Homestead Farming and local self Help Groups’ jointly organized by



the Departments of Botany, Zoology and Economics. The Add On courses provide a certificate at the end of the first year, a diploma after the second year and a higher diploma after the completion of the third year.

#### **D Certificate Courses**

Table 1.2 :- Short term Programmes available to students

| <b>No</b> | <b>Name of course</b>    | <b>Agency</b>         | <b>Participation</b>                | <b>Duration</b> |
|-----------|--------------------------|-----------------------|-------------------------------------|-----------------|
| 1         | Basic Computer course    | Computer club         | All students and staff              | 20 Hrs          |
| 2         | Advanced computer course | Computer club         | Passed out students of basic course | 20 Hrs          |
| 3         | Tissue culture*          | Dept. of Botany       | Interested students                 | 6 months        |
| 4         | Scientific drawing*      | Zoology               | Interested students                 | 10 hrs          |
| 5         | Computational chemistry* | Chemistry             | Science students                    | 6 months        |
| 6         | Research orientation*    | Research cell         | P G students                        | 10 Hrs          |
| 7         | Gandhian studies         | Gandhian Study Circle | Interested students                 | 20 hrs          |

\*No certificate is issued for these courses

#### 1.2.3 Give details of the programmes and other facilities available for international students (if any)

No special programmes are earmarked for the international students. The institution has a few students who have completed their schooling outside India. However they find no difficulty in adjusting to our system so that the necessity for any special programme has not been felt so far.

1.2.4 Does the institution offer any self-financed programmes in the institution? If yes, list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification and salary etc.

The institution is offering no self financing programmes at present.

### **1.3 Feedback on Curriculum**

1.3.1. How does the college obtain feedback on curriculum from

- a) Students?
- b) Alumni?
- c) Parents?
- d) Employers / industries?
- e) Academic peers?
- f) Community?

The institution gives high priority for collecting feedback from the different stake holders. Students and parents are the prominent sources of our feedback. The Department and individual teachers collect direct feedback from students through elaborate performa which permit exhaustive analysis of the programmes, practices, strengths and limitations of the system, individuals as well as the institution. Feedback from parents are collected during PTS meetings. Academic peers provide a strong correcting force. The institution get many opportunities to interact with academic peers. Though almost all of these interactions are unofficial the views of these persons are valued with high respect by the academic community. Alumni meetings are many but we seldom get feed back on curriculum from this group. The performance of the institution is under the surveillance of the management who

monitors the programmes and positively interferes in formulating policies and financial assistance. Direct feedback is however not collected from the employers and community.

- 1.3.2. How is the above feedback analyzed and the outcome / suggestions used for continuous improvements, and communicated to the affiliating university for appropriate inclusion?

A lot of data is generated by feed back from different sources. The data has two aspects, Personal and institutional data. The personal feed back data forms are analyzed by the teacher himself who use it as a means for self improvement. The institutional data covers the different areas of institutional functioning and also generate opinions on the functioning of the institution related external agencies like University, UGC, NAAC etc. The responses in the feedback concerning different aspects are consolidated and institution specific data component provides a useful guide in formulating the programmes and policies of the institution. The evaluation report regarding clubs and committees are communicated to the respective bodies during meetings and conferences. The institution has representation in various bodies of the University through its faculty and they also provide a route for communicating the institutional opinion and suggestions.

#### **1.4 Curriculum update**

- 1.4.1 What is the frequency and the basis for syllabus revision and what are the major revisions made during the last two years?

The syllabus is framed by the University. The agencies involved in this process are the board of studies and the Faculty (University body). The syllabus is normally revised at intervals of three years. The syllabus of all UG programmes were revised during 2009 consequent of the introduction of the new choice based credit and semester

system by the University. The syllabus of the PG programmes in Zoology and Physics were revised during 2010.

- 1.4.2 How does the institution ensure that the curriculum bears a thrust on core values adopted by NAAC?

The institution as well as the University follows the directions of NAAC in formulating the programmes and the policies. The University bodies ensure that the thrust on the core values proposed by NAAC is ensured in setting up the curriculum and designing of the syllabus. Co curricular and extracurricular programmes are the instruments at the disposal of the institution for ensuring the incorporation of the core values of NAAC in the institutional activities. We always strive to setup new academic bench marks to work our way to excellence.

- 1.4.3 Does the institution use the guidelines of statutory bodies (UGC/ AICTE / State Councils of HE and other bodies) for developing and/or restructuring the curricula?

In the affiliated system the University designs the curricula and the University is responsible for its revision and modification. The University is directed by the policies of the UGC/AICTE etc in the development of the same. The institution can play only indirect role through its teachers who are members of University bodies. This we are doing with utmost care and sincerity.

- 1.4.4 How are the existing courses modified to meet the emerging/ changing national and global trends?

The general modifications of the courses are done by the University. In institution in its part supplements the course through its teaching methods, add on and certificate courses, co-curricular and extracurricular activities. We have incorporated IT component

in the teaching learning process to a high degree which provide very good opportunities for the bright students to excel in their performance and provide the below average students to catch up with the rest of the class in a comfortable way. The online lecture notes and the online examination process are expected to acquire more popularity in the days to come. Two add on courses are operated by the institution in addition to two certificate courses , one in computer usage and the other in Gandhian studies. The co-curricular club activities along with the opportunities provided by NSS and NCC do a lot in nurturing the extra talents of students.

## **1.5 Best Practices in Curricular Aspects**

- 1.5.1 What are the quality sustenance and quality enhancement measures undertaken by the institution during the last five years in curricular aspects?

### **Academic planning**

Academic planning has been a regular feature of the institution. The academic committee, a committee with representation from all departments, prepares the academic calendar. The important aspect of academic calendar is the inclusion of a time table for all curricular, co-curricular and extra-curricular activities. The portions to be completed for each term, the frequency of tests, PTS meetings etc. are planned in advance. The co-curricular and extracurricular activities are also given suitable time slots. This helps the teacher as well as the students to plan the teaching and learning process in advance.

### **Periodic review**

Periodic meetings of the academic committee scrutinize the academic progress and time table. Proper accountability is maintained in all spheres of activities. This helps the teachers to finish the portions well before the examinations and give the students time

for adequate preparation. Any specific drawback observed is brought to the notice of the Principal who solves it with appropriate rectification methods.

### **Regular examinations**

The institution conducts two terminal and one model examination in an year for the annual courses and two series tests per semester for the semester courses. A special feature of the examination is that they are conducted in the University examination pattern with printed question papers and answer sheets. Valuation is conducted immediately after the examination and answer sheets are returned to the students. PTS meeting are immediately after the valuation and parents are informed of the progress of students.

### **IT content in teaching learning process and examination**

The teaching process during the last few years has undergone tremendous change by the incorporation of ICT support. The institution has now 13 digital class rooms, one class room per department where teaching is supplemented by audio visual means and internet and LAN connectivity. The students have the facility to view the classes of experts in the respective fields online through this facility. The standard of teaching has improved much and seminars are having higher knowledge content. Another important development is the online examinations which are offered to students and the online submission and evaluation of assignments.

### **Academic supplements**

Research activities, Add On courses, certificate courses, seminars and workshops on current and relevant topics and club activities enrich the quality of the academic output of the institution. The institution provides several enrichment programmes for

students. NET coaching, Job Orientation programmes and exposure workshops on advanced research topics are some of the examples. The students are also given hands on experience in certain areas like computational methods.

1.5.2 What best practices in ‘Curricular Aspects’ have been planned/ implemented by the institution?

1 Academic planning and auditing

2 Regular internal examinations and continuous evaluation of students

3 Exposure of PG and UG students to active research

**For Re-accreditation:**

**1. What were the evaluative observations made under Curricular Aspects in the previous assessment report and how have they been acted upon**

- **Commended positively on the wide range of programme options available**
- **Feedback mechanisms, alumni advisory committee, placement officer, involvement of faculty in University bodies and interdisciplinary approach to research fetched positive reference.**

The institution was seriously engaged in the strengthening of the areas and activities mentioned above during the post accreditation period. Programme options are now considerably increased since the introduction of the new CBCSS degree programme. Feedback collection is institutionalized and diversified. A systematic procedure for the evaluation of feedback is incorporated. Many new committees are incorporated along with old ones.

**2. What are the other quality sustenance and enhancement measures undertaken by the institution since the previous Assessment and Accreditation with regard to Curricular Aspects?**

- Programme options available to student are enhanced by permitting him to select open courses from the 14 programmes offered by the institution.
- Curriculum transaction is revitalized by incorporating more ICT tools.
- Two Add-On courses and one certificate course is additionally incorporated.
- All the subjects accomplished two syllabus revision within the period of 5 years
- Association of faculty in academic bodies of the University increased from 14 to 24.
- Number of research departments increased from 5 to 7 and there are now 40 research collaborations.

***Criterion II: Teaching – Learning and Evaluation***

**2.1 Admission Process and Student Profile.**

2.1.1 How does the institution ensure wide publicity to the admission process?

- a. Prospectus
- b. Institutional Website
- c. Advertisement in Regional/ National Newspapers
- d. Any other (specify)

The institution is using the techniques (a), (b) and (c) for advertising the admission process. Details regarding the courses offered, course details and admission time table are made available in the website while these details along with fee details are given in the prospectus. Over and above all this, the University is having an important



role in this area. The admission process of all the affiliated colleges is controlled by common rules and schedule fixed by the University. The Rank list of the students is put in the college notice board and also posted in the college website. The details of admission process are also given as press releases and published in News Papers.

2.1.2 How are the students selected for admission to the following courses? Give the cut off percentage for admission at the entry level

- a) General
- b) Professional
- c) Vocational

Students are admitted only to the general scheme. There are well documented rules for admission developed by the Government and the University and the college strictly follow these rules. The minimum eligibility for admission is also fixed by the University. At present for UG admissions it is a pass in the higher secondary level which requires 35% marks. For PG admissions it is degree in the subject concerned with 50% marks. Even though this is the statutory minimum percentage for admission to the general category the cut off marks for majority of courses are above 80%.

2.1.3 How does the Institution ensure transparency in the Admission process?

The Government and University have set up detailed rules for the admission process and the institution follow these rules strictly. Merit is the general criterion for admission to all categories. Admission process in the college is monitored by an adhoc admission committee nominated by the college council. Applications are issued to all aspirants without any restriction. All the applications received in the college are processed through a computer programme and the rank list is prepared based on the norms fixed by the

University and published in the notice board and website. All the applicants are ranked on the basis of their index marks and due weightage is given for participation in NSS, NCC etc. Opportunity is given to all to rectify any errors in the published list. Students are called for interview on the date fixed by the University by sending interview cards by post. The number of students thus notified is 4 to 5 times the number that can be admitted. At the time fixed for interview all the reported applicants are assembled in a common room and selection is made based on the rank order. The formula for preparing rank list, the number of seats available under each category and other details regarding admission process are detailed to the applicants and their parents in a meeting before the commencement of the admission process.

Admission to all PG programmes is now directly done by the University based on an online programme. Students are admitted to the college as per the rank list prepared by the University. The college is given the authority to do the admissions in the community and management quota. The admission for the management quota (20% of the total seats) is done by the management through separate applications developed by the management. The admissions to community quota are done by the college through separate applications developed by the college. In both these categories merit is given the prime consideration.

#### 2.1.4 How do you promote access to ensure equity?

##### a) Students from disadvantaged community

In addition to 50 % seats to General Category, 20% of the total seats are reserved for the applicants from SC/ST community. These students are exempted from the payment of fee and a separate rank list is prepared for their admission. If the seats reserved under this category remain unfilled at any stage of admission and the existing rank list is

exhausted new advertisement is given regarding the existence of vacancy and the University permit the issue of fresh applications.

b) Women

No special effort is needed for women equality since almost 70% of admitted students are women.

c) Differently-abled

One seat per discipline is reserved for differently abled students. University on special request will permit the admission of more students in this category even though it is above the sanctioned strength. No student who apply under this category is denied admission in our institution provided he/she has the minimum qualification fixed by the University.

d) Economically-weaker sections

At present the Government norms do not permit any reservation for such students. However the institution which is dedicated to the service of economically weaker sections of the society take special attention to see that no student who is otherwise eligible is denied the opportunity for higher studies due to economic backwardness. Most of the students admitted under the management quota are coming from this category. The college takes special interest in such students and gives them all type of support starting from admission till the end of their study. Those students are exempted from the payment of all fees by the Government and the college supports their studies through scholarships and financial aids. The PTA provides financial assistance to such students from its own funds. Many departments are also doing the same thing through the contributions from teachers.

e) Sports personnel

One seat in each discipline is reserved for those who excel in sports. University has guidelines for selecting the eligible person for this category. The seat is filled from general merit only if there is no eligible person from among the applicants. If more than one eligible candidate is available under this category, the University has issued a special order to accommodate one more candidate even if it is over and above the sanctioned strength. The sportsmen are also given special leave to attend competitions and training programmes. Our policy for attracting and encouraging talents in sports is evident from our consistently excellent performance in sports in the University.

f) Any other (specify)

Maximum transparency is ensured during all stages of admission process. All the details are published in notice boards. The details are also posted in the college website and announcements regarding the admission process are also given in print media. These are meant to ensure that no eligible candidate is left out in the admission process.

## **2.2 Catering to Diverse Needs**

2.2.1.1 Is there a provision for assessing the students' knowledge and skills before the commencement of the programme? If yes, give details on the strategies of the institution to bridge the knowledge gap of the incoming students for enabling them to cope with the programme to which they are enrolled.

The students joining for the degree courses require a pass of higher secondary or an equivalent examination for their admission. Thus there is

standardization in the knowledge level and skills of the admitted students. The syllabus of the under graduate courses are designed such that the students feel no knowledge gap when he start learning the degree level courses after completing his higher secondary syllabus. However the classes are heterogeneous in the capabilities of students. So we utilize the first few days of the starting of the course to revise the topics of the higher secondary level in order to lay a foundation for leading the students to the higher and newer horizons of knowledge.

2.2.1.2 How does the institution identify slow and advanced learners? Give details on the strategies adopted for facilitating slow and advanced learners

An initial assessment of the student capabilities is made by analyzing the marks scored during the qualifying examination. The institution conducts three terminal examinations in addition to regular class tests. These two assessing practices enable the tutor to identify the slow and advanced learners. Two programmes incorporated in our academic menu enable us to cater to the demands of both these groups comfortably.

(a) Remedial teaching

In addition to the UGC supported remedial teaching many departments are conducting the programme independently to help the slow learners. Service of faculty from outside the institution are also sought and such classes are organized on Saturdays and holidays. The bright students are also steered to help their friend slow learners through peer teaching programme. During free periods the topic already discussed in the class are re-taught by a group of bright students. Both groups are found to exhibit high interest for the programme and it is also mutually beneficial.

(b) Online examination

We have a question bank for each subject in our website. The questions are organized in the form of a series of tests with increasing rate of difficulty. Students are asked to answer these tests, taking their time, online which will be valued by the teacher, again through the online mechanism. Bright students take initial simple tests easily and move up the ladder. The below average as well as average students will also complete with the help of fellow students. This self learning programme is found to be of much help to both groups. 'PG teaches UG' is an innovative programme where the PG students help the UG students to tide over some difficulty in understanding some of the difficult concepts.

- 2.2.1.3 Does the institution have a provision for tutorials for the students? If yes, give details.

Each of the class has a group tutor who is responsible for the tutorial programme. The tutor collects the details of the students and keeps record of his/her performance throughout the course period. The tutor organizes the Parent-Teacher-Student meetings (PTS) where the details of each and every students are evaluated thoroughly. The tutor functions like a guardian of the student in the institution. Personal counselling and advice on personal problems are also extended by some tutors.

- 2.2.1.4 Is there a provision for mentoring of students or any similar process? If yes, give details.

PTS (parent-teacher-student) meetings are organized by the institution in a very effective manner. These meetings are held three times during an academic year,

with at least one meeting in each term. The parents are personally informed of the time and date of the meeting. The parent, student and all the teachers of that particular class will be attending the meeting. All the students' data including attendance and performance in class tests are presented and discussed. General problems regarding the class and the institution are also brought to discussion. The parent will get a clear picture of his wards performance in the institution during this meeting. The meeting paves way for a joint solution of any problems of the student by the parent and teacher.

Students with problems are identified by the group tutor who with the help of his colleagues tries to correct the student. If the efforts fail, the Principal is informed of the matter. The Principal arranges personal counselling for these students.

#### 2.2.1.5 How does the institution cater to the needs of differently-abled students?

Differently abled students are given special attention and this special care begins from the date of submission of the application for admission. All students who seek admission to this category are given admission. Special attention is given to facilitate the movement of the physically challenged students. The institution has set apart an amount of Rs 4 lakhs during the XI plan for improving the facilities available to the physically challenged students in the college.

### **2.3 Teaching -Learning Process**

#### 2.3.1 How does the institution plan and organize the teaching-learning and evaluation schedules? (Academic calendar, teaching plan and evaluation blue print, etc.)

### **Academic committee**

This is a group of teachers with representation from all departments which plan and monitor the total academic programme of the institution. The committee in its first meeting during the beginning of the academic year sets up a blue print of the academic plan for the year. Subsequent meetings on prearranged dates monitor the progress of plan implementation, work out procedures to sort out the hitches and advise the Principal on necessary adjustments.

### **Academic calendar**

The first task of the academic committee is to prepare the academic calendar of the institution. The academic calendar will schedule all activities of the college. In addition to the time schedule the committee will issue guidelines to the Departments for organizing the teaching learning process and other academic and extracurricular activities. There will be general guidelines regarding the quantum of portions to be finished in each term, the probable dates and frequency for general examinations and class tests, organization of seminars, PTS meetings tutorial meetings etc. Copy of this calendar is given to the Departments and also brought to the notice of the students.

### **Department plan**

Departments hold Department meetings and develop the Department plan based on the guidelines and schedule fixed by the academic committee. The Department plan will specify the quantum of portion to be finished in each term, the dates of class tests, the schedule for seminars and other Department activities. A copy of this plan will be handed over to the academic committee.



## **Teaching plan**

The Heads of Departments will distribute portions of the syllabus to the teaching staff according to the Department time table. He will also assign other duties like organization of seminars, conduct of student projects, organization of students for cultural activities, conduct of study tours etc to different staff members. Individual teachers have to prepare their teaching plan which schedules the duties assigned to them in accordance with the general academic calendar. A copy of this is handed over to the Head of the Department.

## **Academic Review**

The academic calendar will have a schedule of the review meetings also. During the review meeting each member of the committee will have to present an account of activities completed in his/her department till that time. This is compared with the Department plan and general academic calendar and the progress of activities is evaluated. Any discrepancy observed is brought to the notice of the Principal who will make appropriate adjustments.

- 2.3.2 What are the various teaching- learning methods (lecture method, interactive method, project-based learning, computer-assisted learning, experiential learning, seminars and others) used by the teachers? Give details.

All the methods listed form the components of teaching process are practiced in this college. Lecture method is most common and is the principle teaching method in language and social science departments. Generally interactive method is appreciated by the students and teachers are well aware of this component of class room teaching. Hence most of the teachers programme lecturers in such a way that it involves the active

participation of the students. Recently ICT enabled teaching has become an essential component of teaching due to the incorporation of one digital class room into the infrastructure of each department. The facility to use internet during class room teaching has brought in new dimensions to class room teaching.

**Seminar based teaching is practiced in two forms.**

**Student seminars:-**Students are assigned some topics in the syllabus and are asked to present it in class room in the form of a seminar. Usually students prefer power point for their presentations. The presentation will be followed by a discussion in which the teachers also play active part.

**Seminar by external experts:-**These are generally based on advanced topics or general topics which are not strictly within the purview of the syllabus. They are often formal functions but we always try to keep the academic content intact. The new computer facilities incorporated into the class rooms have made available the presentations by famous professors in the net inside the class rooms.

**Project based teaching: -** Projects are included in the syllabi of all post graduate and also some under graduate disciplines. In addition to this all departments are conducting student projects. This is a new venture on our part and it aims at the development of research aptitude in students. The student projects are designed such that the reasoning skill and original thinking are kindled. The college is also supporting the student project activities and funds are made available for the same by parent teacher association. The students present their PG research projects in the Seminar Hall. Awards are given to best presentations.

Opportunity for computer assisted learning is now available to all students. The internet facility available in the computer labs and general library is open to all students. In addition to the central computer lab which is open to all, students of Mathematics, Physics and Chemistry departments have computer lab facilities in the respective departments.

2.3.3 How learning is made student-centric? What are the institutional strategies, which contribute to acquisition of life skills, knowledge management skills and lifelong learning?

### **Student-centric learning**

Teaching sessions should also be learning sessions for students. This can be accomplished if teachers and students interact actively during lecture sessions. The remedial classes which follow the regular teaching also contribute a lot in this direction. The classes engaged by the bright students in peer teaching sessions also enjoy good amount of teacher student participation. The number of students in each class is however a limitation in employing student centric techniques.

### **Institutional strategies**

We plan our programmes in such a way that the student develops a love for the subject he studies. The first step in this direction starts at the time of admission itself. We take the maximum effort to see that a student is admitted to the subject of his choice. A student may not be always getting the course of his choice during the first stage of admission. We allow such students to contest for vacancies that may be arising subsequently till he gets the course of his choice. This is meant to ensure active involvement of the student in his studies and generate in him interest for higher studies.

We have a special programme by the research cell which contributes much towards the development of an interest in students for deeper understanding of the subject of their study. We insisted on pre-submission seminar of the Ph.D. research work. All students who have interest in the subject are invited to attend these programmes. Student research projects are also contributing to the development of the interest of the student in the subject of his study.

2.3.4 How does the institution ensure that the students have effective learning experiences? (Use of modern teaching aids and tools like computers, audio-visuals multi-media, ICT, CAL , Internet and other information /materials)

The institution has been resorting to CAL for a number of years. The post accreditation period witnessed a tremendous leap in this direction so that ICT and CAL has become a main feature of the teaching learning process. The visible change in this direction was brought about by the following additions to the infrastructure

- a) Thirteen Digital Class Rooms
- b) Language lab for strengthening the learning of languages
- c) Smart class room fully equipped with all modern audio visual equipments.
- d) New computer labs for departments of Mathematics, Chemistry and Physics.
- e) Extension of LAN and internet to class rooms
- f) Improved facilities in the computer lab, seminar Hall and central library

#### **Digital class rooms**

Each of the thirteen departments of the college is provided with a digital class room. This room has a computer, multimedia projector, internet and LAN connectivity. The teachers can access the internet while class is going on and

provide the latest information and references to the students. The college has a LAN system supported by a server and the server has a separate folder for each department. This holds a question bank and lecture notes of teachers.

### **Language lab**

A well-equipped language lab supports study of languages. The students are also trained in phonetics, diction and also oral communication with the help of the language lab. This is managed jointly by the English, Hindi and Malayalam departments and is a common facility for students.

### **Smart class room**

This has all the facilities of the digital class room with additional computer terminals and interactive boards.

### **New computer labs for departments of Mathematics, Chemistry and Physics**

The centralized computer lab could not cater to the requirements and demands of all courses. So we have already set up separate computer labs for Chemistry, mathematics and Physics departments. These labs have the subject specific software and so subject specific teaching is much supported by this arrangement. We intend to spread it to all the departments in future.

### **Improved facilities in the computer lab and central library**

Computer lab was renovated with more internet terminals and more powerful computers. Information sharing is made easy through the LAN system. Browsing facilities are enhanced in the central library. Open access journals and online libraries are now accessible through the library computer system.

### **Office automation**

More computer terminals are incorporated in to the office network. Salary, provident fund, examination registration, issue of hall tickets and admission process are now operated through computer software. Fee collection, issue of certificates etc. will be brought under this system in the near future.

2.3.5 How do the students and faculty keep pace with the recent developments in the various subjects?

The institution has three programmes for bringing the students and teachers in pace with the expanding frontiers of knowledge.

- 1 Free broad band internet connectivity
- 2 Presentation by researchers
- 3 Seminars and workshops

### **Broad band internet connectivity**

Broad band internet connectivity is provided to all teachers and students. Teachers have the facility to supplement class room teaching with internet. The facility is available to students in the computer lab and central library.

### **Presentation by researchers**

The institution has 7 research departments and more than 60 students working for their PhD. Normally about 10 PhDs are produced by the institution every year. The institution has made a decision that there shall be a pre submission seminar prior to the submission of the thesis. This is a good opportunity for the teachers and students to acquaint themselves with the research areas in different disciplines. The

projects by P G students are also similarly presented and best presentations are given awards.

### **Seminars and workshops**

Seminars and workshops are organized by all departments. In addition to the funds provided by the UGC, the PTA of the college also provides funds for the organization of seminars. These are programmes where the staff and students get the opportunity to interact with experts in different areas of knowledge. The institution organized 7 national seminars after the accreditation.

In addition to this seminars were organized by all departments with institutional support. Seminars were also organized by the women's club, folk lore club, mental health club, science club and nature club. The faculty and students are also encouraged to attend seminars, workshops and conferences.

2.3.6 Are there departmental libraries for the use of faculty and students? If yes, how effectively are they used for the enhancement of teaching and learning?

Yes. The departmental libraries are very useful for faculty and students of the college.

The college has a centralized library system and all books are listed in the library database. However physical centralization is not resorted to due to some practical difficulties in issue and for promoting optimum use of the books. The subject specific books are issued to the Department library and kept under the custody of the Head of Department or some teacher assigned with this duty. The departmental libraries contain books in the subject concerned and journals and newsletters in the subject. The data base of books available in each departmental library is updated every year with the details

of recently acquired books. Every year, new titles are added in the central database and then made available to the departmental libraries. Internet facility is, also, available in all the departmental libraries and hence students and teachers can access digital books, open access journals and data bases and current contents through the departmental libraries.

As a part of the continuous evaluation, teachers regularly give assignments and seminars to the students of both UG and PG classes. Students complete their assignments and seminars by referring departmental libraries and for this they could ensure the help from teachers.

UG students are allowed to select an open course of their interest as the part of the choice based credit and semester system. Students are asked to select open courses from other departments. Hence we are planning to give limited access to the students of other departments to borrow books from the department selected for open course also.

Books and question banks on NET and SET examinations are available in the Departmental libraries and PG students regularly use these facilities. Question banks on various competitive examinations are also available in Central Library. There is a Career corner in the Central library where important career magazines and books are kept. There is also a well stocked section of books for UGC CSIR NET examination in the Central Library.

A large number of research students and teachers of the other institutions are working in various departments of the college for their PhD under Faculty Improvement Program. Separate infrastructural facilities are available in the departmental libraries for these research fellows and sufficient research oriented books and journals are made available in the libraries.



The institution has 22 teachers with ongoing projects and 23 research guides. Many of the projects and research topics are of interdisciplinary nature. This has resulted an increase in inter departmental borrowing of books and journals during the last few years.

### **Book bank**

In addition to the above facilities many departments have book bank facilities. These are set up by the books contributed by teachers, students and alumni. Usually a student is given charge of the library and students can have books from this library for extended periods.

2.3.7 Has the institution introduced evaluation of the teachers by students? If yes, how is the feedback analyzed and implemented for the improvement of teaching?

The college has introduced evaluation of teachers by students through feedback system.

The system is implemented in three stages.

1. Teacher himself takes feedback from the students regularly.
2. Head of the department takes feedback from the students of the department about the teachers in the department.
3. Principal of the college takes feedback on the teachers in the whole college.

The teacher takes feedback from the students periodically and based on the feedback report, makes improvement on his teaching if necessary. This is a voluntary exercise and no compulsion is exercised on the teachers to practice this. However many teachers practice this as a means for self improvement.

The head of the department takes feedback at the end of every semester and analyze the report in the departmental meetings. Based on the feedback, necessary instructions are given to teachers to improve their teaching methods, if necessary. This also paves way for the modification of the programmes and policies of the Department on a long term basis.

## **2.4 Teacher Quality**

2.4.1 How are the members of the faculty selected? Does the college have the required number of qualified and competent teachers to handle all the courses? If not, how does the institution cope with the requirements?

The institution is managed by the Nair Service Society which runs 17 similar institutions. Appointments to all these are made by the NSS Colleges Central Committee. The appointments are made on the basis of the agreement signed between the State Government and Management. Vacancies arising are advertised in leading newspapers. The applicants who possess the required minimum qualification stipulated by the UGC and University are called for an interview before a board of five members constituted by the representatives of the Government, University, Management, the Principal of the institution where appointment is to be made and a subject expert. The applicants are ranked according to their merit and appointments are made from the list. The appointments require the approval of the University and Government.

The institution has 104 sanctioned posts for teachers and all posts are filled. Five teachers are on deputation under FIP to do Ph.D. and one faculty member is on long leave. Guest Lecturers are posted in their place. Their appointments are done by the college and follow the same procedures as that for the appointment of permanent teachers but the constitution of the selection committee is different. There will be no

representative from University and Government, instead the Head of Department and a senior teacher along with the Management representative, Principal and external subject expert form the selection committee. The guest lecturers are paid salary by the UGC in FIP vacancies and by the Government in case of others.

2.4.2 How does the college appoint additional faculty to teach new programmes/ modern areas of study (Biotechnology, IT, Bioinformatics etc.)? How many such appointments were made during the last three years?

Most of the programmes are handled by the permanent faculty themselves. For frontier areas which require external help we organize invited talks by eminent faculty. We had arranged invited talks by Prof. A.K. Ganguly, Professor in Chemistry, IIT , Delhi, Dr.R.P. Roy, National Institute of Immunology , Dr.Pavan.K.Dhar, Centre for Bio-Informatics, University of Kerala, Dr.Suresh Das, Director, NIIST, Thiruvananthapuram and a host of eminent scientists and academic experts on a range of topics to augment the teaching and learning of emerging areas.

2.4.3 What efforts are made by the management for professional development of the faculty? (eg: research grants, study leave, deputation to national/ international conferences/ seminars, training programmes, organizing national/ international conferences etc)? How many faculty have availed these facilities during the last three years?

The management gives high importance to the professional development of the faculty. Eventhough no research grants are directly distributed to the faculty encouragement and support occur in the following areas.

- 1) Deputation for research and higher studies

- 2) Encouragement for starting research projects
- 3) Leave for attending seminars and conferences
- 4) Permission for the free use of infrastructure facilities for conducting research projects.

The management sanctions the leave for higher studies of teachers who apply for it without any objection. Arrangements for the appointment of substitute staff are also made by the management. The teachers who return after deputation is reinstated in service readily .This type of job security is really an encouragement for teachers who want to go for higher studies. The management occasionally arranges seminars to help teachers prepare research projects and provide information regarding funding agencies .Permission is also given for teachers to attend seminars and conferences with a view to create in them an aptitude for higher studies.

The management permits the use of the facilities available in the institution for research purposes. No fee is charged on the use of different instruments and laboratory facilities.Ten teachers have availed this facility during the last plan.

2.4.4 Give details on the awards/ recognitions received by the faculty during the last five years?

Twelve faculty have won various awards in various fields during the last five years.The details of the awards won by our faculty is given below.

Table 2.3 :-Awards /recognitions won by the faculty

| No | Name of faculty           | Department | Name of Award                | Agency | Year |
|----|---------------------------|------------|------------------------------|--------|------|
| 1  | Dr P Madhusoodanan Pillai | Zoology    | Naming of a new fish species |        | 2010 |
| 2  | Dr N Ajith kumar          | Malayalam  | Post Doctoral Fellowship     | UGC    | 2008 |

|    |                        |            |  |  |            |
|----|------------------------|------------|--|--|------------|
| 3  | Dr N Ajithkumar        | Malayalam  | Annam Award  |  | 2008       |
| 4  | Dr K S Ravikumar       | Malayalam  | State Award for Literary Criticism   | Kerala Sahithya Academy                  | 2009       |
| 5  | Dr Asha S Nair         | Hindi      | SBT Hindi Academy Award  | Hindi Academy                            | 2009       |
| 6  | Dr K Jyothish Kumar    | Malayalam  | Kavitha Award & National Award   | Keltron & AIR                            | 2009       |
| 7  | Dr B Anil Kumar        | Economics  | College Teacher Award  | Garden City College, Bangalore           | 2011       |
| 8  | Dr P Krishna Kumar     | Economics  | Best Teacher Award   | Gandhi Smaraka Nidhi                     | 2007       |
| 9  | Dr Mridula Nair        | Psychology | Rotary club award  | Rotary club, Trivandrum                  | 2008, 2009 |
| 10 | Dr K Anand Kumar       | Physics    | Best poster  | Symposium of Solid State Physics, Mysore | 2008       |
| 11 | Dr M R Sudarsana Kumar | Chemistry  | Best teacher   | CRSI                                     | 2006       |
| 12 | Dr K Jyothish Kumar    | Malayalam  | 18 <sup>th</sup> International grant- pre recognition to the Radio programme 'Swargathinte Avakashikal |  | 2009       |
| 13 | Dr B Jayasree          | Hindi      | International Award on Kathakali   |  | 1987       |
| 14 | Dr N Ajithkumar        | Malayalam  | Best Participant   | Kerala Archives                          | 2011       |

|    |             |         |                                     |   |  |
|----|-------------|---------|-------------------------------------|---|--|
|    |             |         | Award in National Archives Festival | Department                                  |  |
| 15 | S Sreekumar | English | Nostradamus Award                   | Indian Express News paper Group publication |  |
| 16 | S Sreekumar | English | Jyothishakula Ratnam                | Malliyoor Vidhya peedom                     |  |

2.4.5 How often does the institution organize training programmes for the faculty in the use of?

- a) Computers
- b) Internet
- c) Audio Visual Aids
- d) Computer-Aided Packages
- e) Material development for CAL, multi-media etc.

All members on the faculty are well versed in the use of computers and allied areas. New models of audiovisual equipments are of interest to many and their demonstrations are frequently arranged in the college by the dealers themselves. We are planning to switch from windows to Linux in the near future. A comprehensive training programme for this is being planned by the IT club for the teaching and non-teaching staff. The IT club frequently organizes demonstrations of new software for staff as well as students. A programme to train staff and students on the development of new software is also planned.

## 2.5 Evaluation Process and Reforms

All the institutions coming under one University follow a common evaluation system which is developed by the University. In the case of all courses the University conducts the final examination and evaluation is also arranged by the University. At present there are two evaluation patterns. The UG courses have annual examination for the final year students and semester examinations for P G. The science subjects have an internal assessment component for UG courses. All PG courses have internal assessment. The internal assessment is provided by the institution, but based on the rules framed by the University. The internal assessment has components from attendance, marks scored in class tests, seminars and assignments. The new Choice Based Semester System gives grades instead of marks. All courses under this system have internal assessments which are also given as grades. University has developed elaborate rules for the award of grades. The details regarding these are communicated to the students by the faculty adviser. The parents are also informed of these matters during PTS meetings.

### 2.5.1.1 How are the evaluation methods communicated to the students and other institutional members?

The University has well developed norms for the award of marks and grades in the examination. These are published by the University and are available in the print form also. Therefore, there is no need to educate the teachers in this aspect. The award of internal assessments, the rules for which is again framed by the University is however communicated to the students by the class tutor or faculty adviser in the first PTS meeting which immediately follow the closure of admissions.

2.5.2 How does the institution monitor the progress of the students and communicate it to the students and their parents?

The progress of the student is monitored through the tests conducted by the college frequently. The progress has two components, regularity of attendance and marks scored in tests, assignments and seminars. Attendance is monitored daily and monthly attendance is published in the notice boards. Parents of the students with very poor attendance are informed of the matter of their wards. At the end of each term, consolidated attendance is also published. The attendance details along with the marks scored by the students are communicated to the parents in the PTS meetings. The monthly and termly attendance of students are communicated to the Management.

2.5.3 What is the mechanism for redressal of grievances regarding evaluation?

The University has programmes for the redressal of grievances regarding final examination. The candidates have to apply to the University for recounting and reevaluation. The students can have a copy of his answer sheets so that they can convince themselves of the result in the examination.

The marks awarded by the institution as internal assessment is also subjected to review if the student is not satisfied. The review is done in two stages. (1) The department level grievance redressal cell and (2) the college level grievance redressal cell. The department level cell is constituted by the Head of Department and faculty while the college level body by the college council.

If the student is not satisfied by the decision of these two bodies he is free to appeal to the University for a reexamination of the marks awarded.



- 2.5.4 What are the major evaluation reforms initiated by the institution/affiliating University?  
How does the institution ensure effective implementation of these reforms?

The latest reform the University introduced in the area of evaluation is the provision for the student to examine the valued answer books. The student can apply to the University through the Principal and get his grievance in this matter redressed. As far as the internal assessment is concerned, the latest reform requires the signature of each student in the mark sheet against his/her marks. The students as well as the parents are informed of these matters on the opening day of the course. Apart from this we are taking extra care to see that the internal assessments are transparent and are strictly in accordance with University norms. In order to ensure this the internal assessments are published in notice boards well in advance of the day fixed for the submission to the University. The date of publication is scheduled in our academic calendar itself. This ensures all the students have adequate opportunity to know their marks in detail and redress complaints if any.

## **2.6 Best Practices in Teaching -Learning Process**

- 2.6.1 Detail any significant innovations in teaching/learning/evaluation introduced by the institution?

### **Computer aided teaching**

Use of internet and multimedia projection as a regular component of teaching is a significant innovation the institution has initiated in the teaching arena. Most of the classes of final year are now conducted using this technique. Use of multimedia lab for science teaching and language lab for language teaching has improved the standard of curriculum transaction considerably.

### **Uploading of lecture notes in the website.**

Equally important are the changes in the learning process of students. Lecture notes and power point presentations of faculty as well as notes from external sources are available in the web site. Students can download these at their convenience and this help the students to compensate the losses if any due to nonattendance of any class.

### **Online examinations**

The question bank and provision for online examination are useful to bright as well as slow learning students. The student can write the examination at their convenience and get them valued by the teacher.

### **For Re-accreditation:**

- 1. What were the evaluative observations made under Teaching-Learning and Evaluation in the previous assessment report and how have they been acted upon?**

Appreciative observations were made on remedial teaching programme, enrichment programmes, club activities, academic calendar, teaching- learning methods adopted, group tutor system, attendance of teachers in seminars, seminars organized by the institution and examination results. There was a hint about the necessity of individual departmental feed backs in addition to general feed backs.

The institution having recognized its strengths was honestly engaged in its efforts to strengthen them further its strive towards excellence. The feedback system was further strengthened by subjecting more and more areas to public review.

- 2. What are the other quality sustenance and enhancement measures undertaken by the institution since the previous Assessment and Accreditation with regard to Teaching-Learning and Evaluation?**

- Remedial teaching is strengthened by incorporating outside faculty and more students are brought under the scheme. Remedial teaching is also imparted to SC/St/OBC/Minorities/BPL sections of the students with financial assistance from UGC.
- New additions were made to the list of enrichment programmes. Gandhian study circle conducts a course on Gandhian philosophy, training to students for working as personal counselors, certificate courses in Hindi translation, videography and hands on experience on computational methods are the main additions.
- In addition to national seminars the institution is supporting departments to host at least one seminar each year.
- Tutorial system, functioning of clubs and committees, practices like teaching plan and academic calendar etc. is institutionalized.
- IT content in teaching, learning and evaluation increased considerably.
- All departments are collecting feed backs in addition to institutional feedbacks.

### ***Criterion III: Research, Consultancy and Extension***

#### **3.1 Promotion of Research**

3.1.1 Is there a Research Committee to facilitate and monitor research activity? If yes, give details on its activities, major decisions taken ( during last year) and composition of the Committee.

The college has a research committee which is entrusted with the responsibility of promoting the research activities of the teachers and students. It has representation from all departments and one senior member functions as the convener.

#### Objectives

- Provide necessary help and support to researchers.
- Promote the research aptitude of students.
- Felicitate research achievements
- Help and support to generate research funding,
- Promote interdisciplinary research

#### Decisions

- Weekly programmes for dissemination of research information
- Publishing a consolidation of research publications

3.1.2 How does the institution promote faculty participation in research? (providing seed money, research grants, leave, other facilities)

The institution has set up a research committee to promote faculty research. A good part of the plan fund is utilized for procuring research equipments. The institution has three FIST supported schemes at present and as a part of the scheme we are planning for the development of a centralized instrumentation facility. Leave up to three years is granted under FIP to the members in the faculty engaged in research for completion of their Ph.D. Leave is also granted for attending seminars, conferences etc related with

research. The institution also offers the free use of its laboratories and library for the conduct of research activities.

We are always encouraging teachers to take up research projects. The frequent presentation by the faculty on research and project findings is contributing towards the development of a research aptitude in faculty.

3.1.3.Does the institutional budget have a provision for research and development? If yes, give details.

The institution is in receipt of funds under three FIST schemes of DST and under CPE.A good part of these funds is set apart for the promotion of research activities in the institution. In addition the Management also support the establishment of research labs and other facilities.

Table 3.1:- Funds sanctioned under various schemes and the amount set apart for research

| No | Department  | Scheme | Total budget | Amount for research (In Lacks) |
|----|-------------|--------|--------------|--------------------------------|
| 1  | Chemistry   | FIST   | 23 lakhs     | 14                             |
| 2  | Physics     | FIST   | 32 lakhs     | 20                             |
| 3  | Institution | FIST   | 70 lakhs     | 22                             |
| 4  | Institution | CPE    | 50 lakhs     | 20                             |

This is in addition to the funds received through research projects. The institution is giving high priority to research because we are of the view that active research involvement of the faculty is essential for improvements of PG and UG courses. The institution has completed 58 projects so far and we have 22 ongoing projects. The outlay of the completed projects is 60 lakhs and that of the ongoing projects is 90 lakhs.

3.1.4 Does the institution promote participation of students in research activities? If yes, give details.

The institution gives high priority to the development of a research culture in students. Seminars and work shops are organized by all departments in which researchers in various fields introduce the students to the frontier areas of research in their respective discipline. The research cell of the institution is the authorized body in the campus for promotion of research. In addition to the promotion of faculty research the cell organizes programmes for the development of a research culture among students. All the PG programmes have a research project in the final semester which the institution utilizes for the promotion of student research. Inter-departmental and multidisciplinary problems are also given for student research projects which brings a dedicated student to the right track for continuing the process after degree and become a full fledged researcher.

3.1.5 What are the major research facilities developed on the campus?

The institution has 7 departments which are research centres of the University. Twenty three members on the faculty are research guides. Thirty eminent former faculty members or scientists and faculty working in other institutions also serve as external guides. Almost all the advanced areas in the respective disciplines are pursued in research so that the research student has got a lot of programme options in each department. The expertise of external guides also augment the research output of the college.

The scientific research requires the support of sophisticated instruments. The institution has acquired the following instruments for supporting scientific research

Table 3.2:-Sophisticated instruments available in the research Departments

| Sr No | Instrument                      | Department   | Price (In Lacks) | Scheme               |
|-------|---------------------------------|--------------|------------------|----------------------|
| 1     | Green DPS laser system          | Physics      | 6.00             | CPE (To be Procured) |
| 2     | PCR                             | Life Science | 8.00             | CPE & FIST           |
| 3     | LCR Meter                       | Physics      | 8.00             | FIST                 |
| 4     | Sputtering Unit                 | Physics      | 2.00             | Project              |
| 5     | U V –Visible spectrophotometer  | Chemistry    | 4.00             | SARD                 |
| 6     | Magnetic susceptibility balance | Chemistry    | 3.5              | SARD                 |
| 7     | Rotary Evaporator               | Chemistry    | 2.5              | SARD                 |
| 8     | IR spectrometer                 | Common       | 10.00            | FIST                 |
| 9     | HPLC Machine                    | Common       | 10.00            | FIST                 |
| 10    | Research Microscopes            | Life Science | 1.0              | FIST                 |
| 11    | Microbiology lab                | Botany       | 1.00             | FIST                 |
| 12    | High Temperature furnace        | Physics      | 4.5              | FIST                 |

The use of all these instruments is made available to the research students. The College has set up an elaborate system of LAN and free broad band access and this is also available to the research students with out any restriction.

The research cell is actively engaged in the promotion of faculty as well as student research. It works to coordinate the research activities and also take steps to see that the research findings reach maximum students and teachers. Three specific activities contribute in this direction.

1. The periodic presentations of research findings and presentation of Ph.D. thesis help a lot in conveying the information about the advanced areas of research among the teachers and students.
2. The achievements in the areas of research such as publication of article, books, acquisition of new projects etc are felicitated in public.
3. The research cell is engaged in the compilation of all the research publication in a yearly sequence.

3.1.6 Give details of the initiatives taken by the institution for collaborative research ( with national/ foreign Universities/ Research/Scientific organisations / Industries / NGOs)

The collaborations are set up as a result of individual initiatives but the institution give full support to the initiative and render all possible help. The weekly programmes organized by the research committee bring all active researchers together and many collaborative programmes have their origin in these sessions. Most of the science projects involve collaborative ventures. The research in social sciences and languages also involve association with agencies such as Biodiversity Board, Kerala Sahithya academy, State Achieves etc.

Table 3.3:-Research collaborations of the institution

| Total No. of Collaborations | International | National agencies | Universities | Industries | Colleges |
|-----------------------------|---------------|-------------------|--------------|------------|----------|
| 31                          | 4             | 11                | 9            | 4          | 3        |

### 3.2 Research and Publication Output

3.2.1 Give details of the research guides and research students of the institution (Number of



students registered for Ph.D. and M. Phil., fellowship/scholarship, funding agency, Ph.Ds and M.Phils awarded during the last five years, major achievements, etc.,)

Twenty three members on the faculty are research guides of the University of Kerala. In addition to this 30 external guides are registered through the seven research departments of the institution and their services are also available to the students. Sixty eight students are at present registered with the various research guides working in the college. A department- wise split up is given below.

Table 3.4:-Research guides and research students attached to different departments

| Sl.No. | Department   | No of guides on the faculty | External Guides | umber of Students | Ph.D. produced ( 5 years) | Fellowship details of students         |
|--------|--------------|-----------------------------|-----------------|-------------------|---------------------------|--|
| 1      | Physics      | 3                           | 6               | 10                | 2                         | 4(University)                          |
| 2      | Chemistry    | 5                           | 3               | 21                | 2                         | 3(CSIR),3(UGC)<br>3(University),1(FIP) |
| 3      | Botany       | 2                           | 5               | 4                 | 1                         | 1(University),<br>1(UGC)               |
| 4      | Zoology      | 3                           | 3               | 7                 | 2                         | 1(UGC),2(University)<br>1(KSCSTE)      |
| 5      | Malayalam    | 3                           | 6               | 8                 | 3                         |  |
| 6      | Hindi        | 3                           | 2               | 5                 |                           |  |
| 7      | Commerce     | 2                           | 4               | 10                | 2                         |  |
| 8      | Economics*   | 1                           |                 | 2                 |                           |  |
| 9      | Mathematics* | 1                           | 1               | 1                 |                           |  |
| Total  |              | 23                          | 30              | 68                | 12                        |  |

\* Not a Research Centre

Table 3.5:-Scholarships and financial help to research students

| Sr No | Nature of scholarship | Rate                      | No of students |
|-------|-----------------------|---------------------------|----------------|
| 1     | UGC/CSIR              | 12000/month               | 6              |
| 2     | FIP                   | Full salary + contingency | 4              |
| 3     | University            | 4500 per month            | 8              |
| 4     | KSCSTE                | 10000 per month           | 1              |

Table 3.6:- No. of PhD produced and thesis submitted

| Sr No | Department | Research Guide            | PhD Produced | Thesis Submitted |
|-------|------------|---------------------------|--------------|------------------|
| 1     | Malayalam  | Dr N Ajithkumar           | 3            |                  |
| 2     | Zoology    | Dr P R Geetha             | 2            | 1                |
| 3     | Zoology    | Dr P Madhusoodanan Pillai |              | 1                |
| 4     | Physics    | Dr K Rajendra Babu        | 1            |                  |
| 5     | Chemistry  | Dr G Jayakumar            | 2            |                  |
| 6     | Commerce   | Dr V Harikumar            | 2            |                  |
| 7     | Chemistry  | Dr.M.R.Sudarsanakumar     | 1            |                  |

### Major achievements

- A new fish species was identified by Dr P Madhusoodanan Pillai and his team of the Dept. of Zoology. The fish was named after Dr Pillai as *Macrobrachium madhusoodani*.
- Post doctoral research was completed by Dr N Ajithkumar of the Department of Malayalam

- Twelve PhDs were produced by the faculty in the last three years .
- Two hundred and sixty eight publications from the faculty.
- Fifty nine projects with an outlay of 0.9 crores.
- In the 23<sup>rd</sup> Kerala Science Congress Siji V.L. CSIR SRF working under the supervision of Dr.M.R Sudrasanakumar, Dept. of Chemistry got the best poster presentation award in the chemical sciences and technology section.
- V.S. Dhanya, CSIR JRF working under Dr.M.R. Sudarsanakumar and S.Sreedevi , who is doing Ph.D. under the guidance of Dr. M. D. Ajitha Bai received awards for best presentations in national seminar sponsored by UGC.
- Dr.V.M. Anand Kumar of Physics Department got award for best poster presentation in a national seminar.
- Dr.K. Manikantan Nair , Head of the Department of Hindi got the SBT award for writing on research.

### 3.2.2 Give details of the following:

#### a) Departments recognized as research centers

The College has seven approved research departments of the University of Kerala. Twenty three teachers of the present faculty are approved guides of the University. In addition to them the institution has 30 registered guides, most of whom are retired faculty of the institution.

#### b) Faculty recognized as research guides

#### c) Priority areas for research

Table 3.7:- **RECOGNIZED RESEARCH GUIDES OF EACH FACULTY**

| Sl.No | Name                           | Specialization                                  | No. of Scholars |
|-------|--------------------------------|---|-----------------|
|       | <b><u>Malayalam</u></b>        |   |                 |
| 1.    | Dr. N. Ajithkumar              | Literature, Theater                             | 06              |
| 2.    | Dr. K. Jyothishkumar           | Media, Literature                               | 02              |
| 3     | Dr. P Vijayalekshmi Amma       | Short story, novel, grammer                     | 02              |
|       | <b><u>Hindi</u></b>            |   |                 |
| 1.    | Dr. K. Manikantan Nair         | Drama, Linguistics                              | 02              |
| 2.    | Dr. S.R. Jayasree              | Poetry, Functional Hindi                        | 01              |
| 3.    | Dr. T. Sreedevi                | Poetry (Dalit and Environment)                  | 02              |
|       | <b><u>Economics</u></b>        |   |                 |
| .     | Dr. P. Krishnakumar            | Welfare Economics                               | 05              |
|       | <b><u>Physics</u></b>          |   |                 |
| 1.    | Dr. K. Rajendra Babu           | Material Science, Nanomaterials                 | 01              |
| 2.    | Dr. K. C. Ajith Prasad         | Non Linear Physics                              | 04              |
|       | <b><u>Chemistry</u></b>        |   |                 |
| 1.    | Dr. G. Jayakumar               | Phytochemistry                                  | 05              |
| 2.    | Dr. M.D. Ajitha Bai            | Phytochemistry                                  | 05              |
| 3.    | Dr. C.G.Radhakrishnan Namboori | Coordination Chemistry                          | 05              |
| 4.    | Dr. M.R. Sudarsana Kumar       | Coordination Chemistry,                         | 02              |
| 5.    | Dr. S. Balachandran            | Computational Chemistry                         | 01              |
| 6.    | Dr. R. Sudhadevi               | Phytochemistry, Kinetics                        | 01              |
|       | <b><u>Botany</u></b>           |   |                 |
| 1.    | Dr. M. Jayasree                | Palynology, Biochemistry                        | 03              |
| 2.    | Dr. K.G. Ajith Kumar           | Plant Physiology                                | 03              |
|       | <b><u>Zoology</u></b>          |   |                 |
| 1.    | Dr. P.R. Geetha                | Insect Physiology                               | 03              |
| 2.    | Dr. M.S. Rajendran Nair        | Cytology, Ichthyology,<br>Environmental Science | 01              |
|       | <b><u>Commerce</u></b>         |   |                 |
| 1.    | Dr. V. Harikumar               | Industrial Economics , Banking                  | 05              |
| 2.    | Dr. B. Manmadhan               | Management                                      | 04              |

Table 3.8:- **RECOGNIZED RESEARCH GUIDES OF EACH FACULTY (EXTERNAL)**

| Sl.No | Name   |
|-------|--|
|       | <b><u>Malayalam</u></b>                                |
| 1.    | Dr. B. Sudheendran Pillai, Principal,VTMNSS College    |
| 2.    | Dr. K.S. Ravi Kumar, Sree sankara University , Kalady  |
| 3.    | Dr. S.V. Venugopan Nair, Former Principal,NSS Colleges |
| 4.    | Dr. P.Sethunath, Former HOD, MG College                |

|    |  |
|----|--|
| 5. | Dr.P. Ramachandran Nair, Former Reader, MG College             |
| 6. | Dr. R.B. Rajalakshmi, Former HOD, MG College                   |
|    | <b><u>Physics</u></b>  |
| 1. | Dr. M.N. Sreedharan Nair, Former Principal, NSS Colleges       |
| 2. | Dr. N. Vasudevan Nair, Former Reader, MG College               |
| 3. | Dr. C. Mohanakumaran Nair, Former HOD, MG College              |
| 4. | Dr.V. Narasimha Iyer, Former HOD, MG College                   |
| 5. | Dr. M.H. Rahim Kutty, MSM College, Kayamkulam                  |
| 6. | Dr. M. Deepa , All Saints College, Trivandrum                  |
| 7. | Dr. K. Madhukumar, Principal, SVR NSS College, Vazhoor         |
|    | <b><u>Chemistry</u></b>  |
| 1. | Dr. R. Krishnan, Former Reader, MG College                     |
| 2. | Dr B Harikumar, TKM College of Arts and Science, Kollam        |
|    | <b><u>Botany</u></b>   |
| 1. | Dr. G. Vilasini, Former HOD, MG College                        |
| 2. | Dr. P. Sreedevi, Former HOD, MG College                        |
| 3. | Dr. R. Prakash Kumar, Principal Scientific Officer, KSCSTE     |
| 4. | Dr. Suma Maheswari, NSS College for Women, Karamana            |
| 5. | Dr. S. Pradeepkumar, Controller of Exams., Kannur University.  |
|    | <b><u>Zoology</u></b>  |
| 1. | Dr. K.G. Narayana Pillai, Former Principal, NSS Colleges       |
| 2. | Dr. K.K. Sreedevi Amma, Former HOD, MG College                 |
| 3. | Dr. V. R. Vijayalekshmi, Former Reader, NSS College, Pandalam  |
| 4. | Dr. N. P. Suresh Babu, VTM NSS College, Dhanuvachapuram        |
|    | <b><u>Commerce</u></b>   |
| 1. | Dr. B.Vijayachandran Pillai, Associate Professor, Calicut Uty. |
| 2. | Dr. S. Mohanan, Former Reader, MG College                      |
| 3. | Dr. K. Manoharan Nair, VTM NSS College, Dhanuvachapuram        |
| 4. | Dr. S. Hareendranath, Former HOD, MG College                   |
|    | <b><u>Hindi</u></b>  |
| 1  | Dr. Asha . S . Nair  |
|    | <b><u>Mathematics</u></b>                                      |
| 1  | Dr.Sunil Kumar ( on leave)                                     |

d) Ongoing Faculty Research Projects (minor and major projects , funding from the Government, UGC, DST, CSIR, AICTE, Industry, NGO or International agencies)

The institution has at present 6 major and 16 minor ongoing projects. The total outlay of these projects is 90 lakhs. Out of which 70 is for the six major projects. In

addition to this the Departments of Chemistry and Physics are supported by funds through the FIST scheme of the DST. Recently DST funds for Rs 70 lakhs has been sanctioned to the institution for the development of research and P G education. The institution is in receipt of funds under CPE (College with Potential for Excellence).

e) Ongoing Student Research Projects (title, duration, funding agency, total funding received for the project).

Table 3.9:-Details of completed and ongoing research projects in the institution

|       | <b>Numbers</b> | <b>Ongoing</b> | <b>Completed</b> | <b>Total outlay</b> | <b>Outlay of ongoing</b> |
|-------|----------------|----------------|------------------|---------------------|--------------------------|
| Major | 15             | 6              | 9                | 130                 | 60.26                    |
| Minor | 44             | 16             | 28               | 20                  | 27.9                     |
| Total | 59             | 22             | 37               | 150                 | 88.16                    |

The institution has 129 final year P G students and each has to complete a project as a part of the curriculum. Out of these 108 projects are conducted in the institution itself. Most of these are funded by the institution itself. In addition to this there are two ongoing student research projects one in the Department of Chemistry and the other in the Department of Botany. Since the faculty is actively engaged in their research and since the students also take part in these activities, the number of independent student research projects is less.

3.2.3 What are the major achievements of the research activities of the institution (findings contributed to subject knowledge, to the Industry needs, community development, patents etc.)?

The research topics explored in this institution concern with the theoretical areas and so the output comes in the form of addition to the field of knowledge.

- The faculty has brought out 300 publications in the last 10 years of which the last years contribution was 40.
- Five books were published by the faculty last year.
- A new fish species *Macrobrachium madhusoodani* sp. nov. was discovered by Dr P.Madhusoodanan Pillai of the Department of Zoology during the course of his UGC project which has been indexed.
- Ten PhD's were produced in the last two years.
- Fifty nine projects have been completed and the institution is hosting 22 projects at present.

3.2.4 Are there research papers published in refereed journals by the faculty? If yes, give details for the last five years including citation index and impact factor.

A large number of research publications come out every year. The list of publications for the last five years is appended [Appendix 1]. Most of the papers are published in journal of high impact factor. Many faculty members act as reviewers of reputed journals. Dr.G.Jayakumar, Dr.M.R.Sudarsanakumar, Dr.S. Balachandran of the Department of Chemistry and Dr.K.Rajendra Babu and Dr.B.Sureshkumar of the Department of Physics are reviewers of papers.

Table 3.11:-The number of publications from each Department for the last five years

| Sr No | Department | No.of Publications |
|-------|------------|--------------------|
| 1     | Zoology    | 5                  |
| 2     | Physics    | 16                 |
| 3     | Chemistry  | 25                 |

|   |             |    |
|---|-------------|----|
| 4 | Mathematics | 10 |
| 5 | Botany      | 6  |
| 6 | English     | 2  |
| 7 | Malayalam   | 58 |
| 8 | Hindi       | 21 |

|    |           |    |
|----|-----------|----|
| 9  | Economics | 12 |
| 10 | History   | 1  |
| 11 | Sociology | 2  |

|              |            |            |
|--------------|------------|------------|
| 12           | Psychology | 8          |
| 13           | Commerce   | 10         |
| <b>Total</b> |            | <b>176</b> |

### 3.2.5 Give list of publications of the faculty.

#### a. Books

Thirty three books have been published by the faculty in the last five years. List of books is appended.[Appendix 2]. Most of the books were published by the faculty of the Department of Malayalam.

#### b. Articles

The faculty could bring out 176 publications during the period. The list of publications is given in appendix 1 and the number of the publications from departments is given in the table.

#### c. Conference/Seminar Proceedings

Twenty six papers have been presented by the faculty in various seminars. The details are given as Appendix 3.

#### d. Course materials (for Distance Education)

Dr K Karunakaran and Dr K Radhakrishnan from Dept. of Mathematics and Dr S R Jayasree of the Department of Hindi are involved in the text book preparation for SCERT and Kerala Literary Mission.

#### e. Software packages or other learning materials

Many faculty members and research fellows act as resource persons involved in the preparation of learning materials. Dr.M.R. Sudarsanakumar of the Department



of Chemistry was the resource person for the compilation of technical terms of the National literacy Mission for the publication of the translation of the Banwell's book on 'Molecular spectroscopy' into Malayalam. Dhanya.V.S and Sunalya M Roy, research fellows of the Department of the department of Chemistry were the subject experts in the preparation of the book containing the English - Malayalam lexicon of technical terms of chemistry published by the State Institute of Languages. Dhanya Chandran , Lekshmi, Rajani and Bijini, research fellows of the college, were also participated and acted as the subject experts for the preparation of the Physics dictionary.

### 3.3 Consultancy

3.3.1 List the broad areas of consultancy services provided by the Institution during the last five years (free of cost and/or remunerative). Who are the beneficiaries of such consultancy?

Free consultancy services are provided by many members on the faculty. In most cases students are the beneficiaries. Research scholars working in other research centers are also benefitted. The consultancy services available in the institution are listed.

Table 3.12:-Consultancy services available at M G College, Trivandrum

| Sr No | Name of faculty        | Department | Service                           |
|-------|------------------------|------------|-----------------------------------|
| 1     | Dr K Rajendra Babu     | Physics    | Crystal growth                    |
| 2     | S Vijayakumar          | Chemistry  | Physical fitness and martial arts |
| 3     | Dr G Jayakumar         | Chemistry  | Analysis of NMR                   |
| 4     | Dr M D Ajitha Bai      | Chemistry  | Analysis of NMR, Phytochemistry   |
| 5     | Dr M R Sudarsana Kumar | Chemistry  | Coordination Chemistry            |

|    |                                |            |                          |
|----|--------------------------------|------------|--------------------------|
| 6  | Dr Parvathy Menon              | Botany     | Tissue culture           |
| 7  | Dr C G Radha Krishnan Namboori | Chemistry  | Astrology                |
| 8  | Dr N Ajth Kumar                | Malayalam  | Folk literature          |
| 9  | S Sreekumar                    | English    | Astrology                |
| 10 | Dr B Manmadhan                 | Commerce   | Management               |
| 11 | Dr B Mridula Nair              | Psychology | Counselling              |
| 12 | Dr N Adithi                    | Psychology | Counselling              |
| 13 | Dr V P Vanaja kumari           | Psychology | Counselling              |
| 14 | Dr.S.Balachandran              | Chemistry  | Phytochemistry, Kinetics |

3.3.2 How does the institution publicize the expertise available for consultancy services?

The information regarding the availability of consultancy is published in the web site.

3.3.3 How does the institution reward the staff for the consultation provided by them?

Most of the consultancy services are provided on individual capacities and so there is not much scope for the involvement of the institution.

3.3.4 How does the institution utilize the revenue generated through consultancy services?

No revenue is generated out of consultancy services.

### **3.4 Extension Activities**

3.4.1 How does the institution promote the participation of students and faculty in extension activities? (NSS, NCC, YRC and other NGOs)

Students who are future citizens of tomorrow should be aware of the problems of the society and should feel that they are responsible for its solution. NSS and NCC

along with voluntary organizations like Santhwanam, Mental Health Club and some individual departments play important roles in organizing the extension activities and creating an awareness of social responsibility in the minds of the students. The college has three units of NSS and three units of NCC.

### **National Service Scheme (NSS)**

The three units of NSS comprising of 368 students with 224 girls and 144 boys under the leadership of Dr M S Rajendran Nair, Dr Adithi and N K Sunilkumar organized several programmes for generating in students the feeling of social belongingness.

- Open forum on Secular tradition of Kerala – 20-9-2010
- Clean campus programme- 25-9-2010
- Blood donors forum -20-11-2010
- Sasneham Kalalayam- Blood donation-1-12-2010
- Annual special camp 23-12-10 to 29-12-10
- Road safety day-7-1-11
- Asha bhavan- cleaning-counselling-5-2-11
- Legal awareness programme-24-2-11
- Women's day 8-3-2011

### **National Cadet Corps**

The college has NCC units of army, navy and air wing. Lt Cdr Dr V Anoop Kumar is the officer for the air force unit, Dr Suresh leads the navel wing and Dr S Krishnakumar the army wing. In addition to regular parades, the cadets take part in special parades like Republic day parade and leadership training camps. Another sphere of activity is the frequent participation in extension activities.

## **Santhwanam**

This is a voluntary organization of students and teachers interested in social service activities. The organization has been functioning in the institution for the past few years and has undertaken commendable activities like school and village adoption. Last year the organization with the active support of the college union organized two important programmes. One was blood donation campaign in which all willful donors were blood grouped and a register was set up for providing quick service to the needy. Second was a programme for providing midday meals to patients in the Medical College. Each student brought some rice from his home which was collected and handed over to voluntary organizations engaged in service activities. About 200 Kg rice was collected on two occasions.

## **Mental Health Club**

- The club organized programmes for providing counselling, stress management and crisis management advices for needy students of M. G. College & students of N.S.S College for Women, N.S.S. Higher Secondary School Kesavadasapuram.
- Two camps, one for oral hygiene and another for blood donation were organized in the college.
- The members frequently visit old age homes, poor homes, jail and hospitals and provide counselling and service activities.

In addition to the activities organized by NSS and NCC, individual departments and the college as a whole are also organizing extension activities. In fact extension work is scheduled as one of the programmes of each department in the department plan. The

extension activities of the institution may be grouped into the two headings education extension and social service.

### **Education extension**

Educational institutions are storehouse of knowledge and skills. Moreover it has effective means and techniques for its efficient transfer. There is a large section of the society who may be in need of this knowledge and who may be benefited by this knowledge. Our educational extension activities stem from this philosophy.

3.4.2 What are the outreach programmes organized by the institution? How are they integrated with the academic curricula?

Outreach programmes are organized by four agencies in the college.

- (1) National Service Scheme
- (2) National Cadet Cops
- (3) Departmental Programmes
- (4) Santhwanam

### **National Service Scheme and National Cadet Cops**

The college has three units of NSS volunteers grouped under three programme officers. NSS is organizing a lot of activities on its own part and also in collaboration with different GO's and NGO's. The NCC also involves in a number of programmes other than the normal activities (discussed separately).

### **Departments**

The activities of the NSS and NCC are organized on Saturdays or on other such holidays so that the normal working of the college is unaffected. The Departmental activities are carried out during free hours or during interval times. All the departments list

the extension programme in its annual plan and also in the department activity calendar. Since all the students and staff of the department are involved in the activity it forms a part of department curriculum.

Table 3.13:-Extension activities of Departments

| No | Department/ Faculty  | Activity  | Agency   |
|----|--|---|--|
| 1  | <b>Mathematics</b><br>Dr K Karunakaran<br>Dr K Radhakrishnan | NET / IAS coaching  | Institute of Distance Education and Civil Service Academy          |
| 2  | <b>Malayalam</b><br>Dr N Ajithkumar                          | Revival of folk art forms and promotion of traditional agriculture                              | Folklore club-‘Nanthuni’ and traditional agriculture in the campus |
| 3  | <b>Psychology</b><br>Dr Mridula nair<br>Dr Adithi            | Counseling<br><br>Psycho-social and charity works   | Mental health club<br><br>FOCUS (NGO)<br>FIRM(NGO)                 |
| 4  | <b>Physics</b><br>Dr S B Syamala                             | Motivation and career guidance classes for students   | Gandhi Smaraka Grama Seva<br>Kendram,Alappuzha                     |
| 5  | <b>Chemistry</b><br>Dr M R Sudarsana<br>Kumar                | Promotion of excellence among gifted children(Identifying and promoting bright school students) | Dept. of Education, Govt. of Kerala                                |
| 6  | <b>Botany</b><br>Dr Parvathy Menon                           | Seminars, workshops, street plays on science and environment                                    | Swadeshi Science Movement<br>Nature trust                          |
| 7  | <b>Hindi</b><br>Dr K Manikandan Nair                         | Providing material health to needy in remote places   | Santhwanam   |
| 8  | <b>Economics</b><br>Dr P Krishna Kumar                       | Social service  | Jeevana(NGO)   |

3.4.3 How does the institution promote college-neighborhood network in which students acquire attitude for service and training, contributive to community development?

The PTA of the college is an important link the college has with the neighborhoods. They help us a lot in carrying out the activities and also to a great extent assist us in identifying the service areas which demand attention. The problem so identified is thus a problem faced by the students coming from that particular area and this guarantees a personalized attention. In all the social service activities organised by the institution or by its constitutive agencies, students are given an active role. They are involved in the planning as well as coordination of the activity. This gives the student an opportunity to think about the problem which helps him carryout the activity with commitment. NSS, NCC and the different clubs are instrumental in strengthening the network.

The Science popularisation programme with Dr.M.R. Sudarsanakumar as coordinator ‘Science for sustainable Development’ was successfully carried out by the college with financial assistance from Kerala state Science, Technology and Environment has organized various programmes for creating environmental awareness and energy conservation management in the neighborhood. In addition, it organized a three day seminar in the college on Environment, had a science wall magazine in the college and conducted various other programs. Another science popularization programme with Dr.Parvaty Menon, head of the department of Botany as coordinator is now ongoing in the college. The college conducted various invited talks and seminars on frontier areas under its auspices. The programme also created awareness for protecting our environment.

3.4.4 What are the initiatives taken by the institution to have a partnership with University / Research institutions / Industries / NGOs etc. for extension activities?

The institution responds to the queries of these agencies with promptness and always try to bring to their attention the issues and problems in the neighborhoods. The chemistry department in collaboration with Academy of Chemistry Teachers organizes various activities to programmes for the benefit of students. The department had also organized various programmes in association with CRSI and NIIST. The collaborative programme organized by the college in association with various agencies are given in Table 3.14

Table 3.14:-Collaborative programmes organized during the year 2010 -11

| No | Programme                   | Agency                            | Date       |
|----|-----------------------------|-----------------------------------|------------|
| 1  | Tree planting in the campus | Kerala Forest Department          | 2-7-10     |
| 2  | Anti aids programme         | Red ribbon express, Govt of India | 18-10-2010 |
| 3  | Blood donation              | HDFC                              | 10-12-2010 |
| 4  | Cricket Tournament          | Aircell                           | 15-12-2010 |
| 5  | Campus recruitment          | NIIT                              | 20-1-2011  |
| 6  | Exhibition                  | Biodiversity board                | 11-1-2011  |
| 7  | Campus recruitment          | Seblog                            | 24-1-2011  |
| 8  | Exhibition                  | State Archieves Department        |            |
| 9  | Campus beautification       | University of Kerala              | 2008-09    |



3.4.5 How has the local community benefited by the institution? (Contribution of the institution through various extension activities, outreach programmes, partnering with NGOs and GOs)

Our education extension programmes through the Science Popularization Project has good impact on the surrounding community. The school children of many nearby schools are deriving the benefit of practical science classes organized as a part of the programme.

Another important way in which we are helping our surrounding community is the blood donation programme. All the students and staff in our college have their blood groups detected and recorded. This is a combined programme by NSS, NCC and College Union. We are able to help others with blood donation in the case of an emergency. Seldom a day passes in which at least one member of our institution is not donating blood. In a programme organized by N S S (Sasneham Kalalayam) 50 girl students donated blood in a single day.

College actively collaborates with NGO's and GO's in organizing programmes of general interest. We participated in the tree planting campaign in collaboration with the forest department of Government of Kerala. A programme on mental health and student counselling organized by the Department of Psychology is on voyage and covers two neighboring schools.

3.4.6 How has the institution involved the community in its extension activities? (Community participation in institutional development, institution-community networking etc.)

The institution is receiving active support and cooperation of the surrounding community in its activities. The College PTA and alumni which is a cross section of the local and surrounding communities involve in almost all activities of the college directly or indirectly. The college always remembers with love the active participation of the local community and alumni in the construction of the Mannam block. The financial help received from the general public as well as the PTA was instrumental in the construction.

3.4.7 Any awards or recognition received by the faculty / students / Institution for the extension activities?

A number of extension programmes organized by the institution has earned for it general appreciation from the public and from the media.

Table 3.15:- Awards won for extension programs

| No | Activity   | Recognition  | Faculty/students involves           |
|----|--|--|-------------------------------------|
| 1  | Participation in the Exhibition organized by Biodiversity board    | Awarded with First price                                 | Dr N Ajithkumar (Malayalam)         |
| 2  | Blood donation programme 'Sasneham Kalalayam'                      | Letter of appreciation from Blood donation forum, Kerala | Dr N Adithi<br>College Union, N S S |
| 3  | National archives Festival organized by Kerala Archives Department | Best Participant   | Dr N Ajithkumar (Malayalam)         |

### 3.5 Collaborations

3.5.1 Give details of the collaborative activities of the institution with the following organizations:

- local bodies/ community
- State

- National
- International
- Industry
- Service sector
- Agriculture sector
- Administrative agencies
- Any other (specify)

The NSS and NCC take the leading role in organizing collaborative programmes. In these programmes the one which demand general participation are taken up by the institution and all the students and staff members get involved in it. The agencies with which we have direct collaboration and the sphere of activity are detailed below.

#### **Local bodies/ community**

The college organized a Community cleaning drive in association with Corporation and local community in connection with the anti- Chikungunya drive. College campus and nearby residential areas were cleaned to destroy the natural habitat of mosquitoes.

#### **State**

Cleaning activity as well as anti-plastic drive was organized in connection with state level cleaning drive promulgated by Government.

Legal literacy programme was organized for the second year students in collaboration with the Legal Department, Govt. of Kerala and District Court Trivandrum.

### **National**

The institution collaborates with agencies like The National Federation of the Blind, agency for child welfare etc in their fund raising activities.

### **International**

The research collaborations in national and international levels are already listed in Table 3.16.

### **Industry**

Ours is an institution that offers courses in basic sciences. Hence direct collaboration with industries is limited. However we have collaborative arrangement with many agencies that offer placement services to IT industries and engaged in training the necessary man power. It was because of their feedback we learned about the limitations of our students in the areas of computer skills and English communication. Our programs for 100% computer literacy and courses in communicative English are the efforts to strengthen our students in those areas. Research collaborations with industries like Kerala Metals and Minerals, Travancore Titanium Products, Neyveli Lignite Corporation etc. are already listed.

### **Service sector**

Many collaborative programmes are organized with the Governmental agencies yearly. The legal literacy programme, HIV education programme, anti-plastic and mosquito eradication programs organized by the help and advice of the health department are some of the important activities.

### **Agriculture sector**

The college collaborated with the Forest Department of the Government of Kerala in their aforestation programme. A programme for cultivating paddy was initiated in the campus by the Department of Malayalam and the function was inaugurated by the then State Agricultural Minister Sri Mullakkara Retnakaran.

### **Administrative agencies**

College offers full support and mobilizes active participation in the programmes initiated by Governmental agencies. The activities organized by the support of the University Health Department, women's cell and anti ragging cell of the University and the cell for combating sexual harassment against women under the Government of Kerala, bear true testimony for our collaboration.

#### 3.5.2 How has the institution benefited from the collaboration?

- (a) Curriculum development
- (b) Internship
- (c) On-the-job training
- (d) Faculty exchange and development
- (e) Research
- (f) Consultancy
- (g) Extension
- (h) Publication
- (i) Student Placement

The involvement of the institution through its faculty in the University bodies like Board of Studies, faculty, syndicate, senate and advisory bodies helped a

lot in shaping the programmes of the curriculum and the associated rules in tune with the vision of the institution. The inclusion of economic backwardness also as a criterion for educational concessions in University and Government sponsored schemes is an indirect outcome of this association. Faculty development is much benefitted by this association. The association with various academic staff colleges and University departments could ensure the periodic and timely implementation staff training and retraining programs. Research, extension and student placement are areas where collaborations have benefitted the institution extensively.

**Table 3.16:-Research collaborations in Mahatma Gandhi College**

| No | Programme   | Department | Collaborating departments | Outside agencies   |
|----|---|------------|---------------------------|--|
| 1  | Isolation and biological evaluation of natural products | Chemistry  | Botany & Zoology          | 1) NIIST Trivandrum<br>2) Rajeev Gandhi institute of Biotechnology, Trivandrum<br>3) Post Graduate and Research Department of Biotechnology, Vivekananda College (W), Trichengode, Namakkal, Tamil Nadu, India |
| 2  | Metal complexes   | Chemistry  | Physics, zoology          | 1) CUSAT, Kochi-22<br>2) IISC Bangalore<br>3) SAIF, CUSAT, Kochi-22<br>4) SAIF, IIT, Chennai   |

|   |                |           |           |  |
|---|----------------|-----------|-----------|--|
|   |                |           |           | 5) SCTIMST,<br>Thiruvananthapuram<br><br>6) RCC, Thiruvananthapuram    |
| 3 | Crystal growth | Physics   | Chemistry | 1) VSSC, Trivandrum  |
| 4 | Kinetics       | Chemistry | -         | 1)Mar Ivanios College,<br>Thiruvananthapuram<br><br>2) CUSAT, Kochi-22 |

Table 3.17:-International collaborations in research

| No | Programme   | Department | Faculty           | Outside Agencies   |
|----|---|------------|-------------------|--|
| 1  | Isolation and biological evaluation of natural products | Chemistry  | Dr M D Ajith Bai  | 1)Sultan Quaboos University, Oman<br><br>2)Tokyo Institute of Science and Technology, Japan  |
| 2  |   | Chemistry  | Dr G Jayakumar    | 1)Sultan Quaboos University, Oman<br><br>2)Tokyo Institute of Science and Technology, Japan<br><br>3) Plant Environment Division, Honam Agricultural Research Institute (HARI) National Institute of Crop Science (NICS), Rural Development Administration (RDA), #381 Songhak-dong, Iksan, Chonbuck, 570-080, Republic of Korea |
| 3  | Research  | Economics  | Dr K rishna Kumar | Meaelle University, Ethiopia   |

The career and placement cell of the college is the agency that links the institution with placement agencies. Some students trained on conventional courses have difficulties in meeting all the requirements of modern job market and to fill this gap the institution is collaborating with many agencies that work in the area of student placement. Seminars, workshops, vacancy information, course information and placement drives are organized by these agencies.

Table:-3.18:-Placement services offered by external agencies at Mahatma Gandhi College

| <b>Sr No</b> | <b>Name of agency</b> | <b>Date</b>      | <b>Activity</b> | <b>Outcome</b>                    |
|--------------|-----------------------|------------------|-----------------|-----------------------------------|
| 1            | Time institute        |                  | Workshop        | Placement information to students |
| 2            | Seblog                | 20 & 26 Jan 2011 | Placement drive | 20 students got placement         |

The extension activities provide the chief avenue for the institution to reach out to the society. The students get the opportunity to understand the real problems of life and that help a lot in the development of the students into holistic individuals; one of the objectives in the mission statement of our institution.

3.5.3 Does the institution have any MoU/MoC / mutually beneficial agreements signed with

- Other academic institutions
- Industry
- Other agencies

The institution has 4 MoU's signed with KSCST E (Kerala State Council for Science Technology and Environment) regarding the hosting of projects. KSCSTE



provides the funds and the institution provides the necessary facilities and monitors the progress and utilization of funds.

### **3.6 Best Practices in Research, Consultancy and Extension**

3.6.1 What are the significant innovations / good practices in Research, Consultancy and Extension activities of the institution?

- Periodic presentation of research findings before an audience of active researchers. This has three advantages.

(1) Encouragement to the researchers

(2) Provide the opportunity for the germination of new ideas.

(3) Opportunity for interdisciplinary interactions and sharing of ideas.

(4) Motivation of student researchers.

- Free consultancy services
- Extension activities as joint ventures of staff and students.

#### **For Re-accreditation:**

1. What were the evaluative observations made under Research, Consultancy and Extension in the previous assessment report and how have they been acted upon?

- The report highlighted the achievements of the institution in the areas of research, consultancy and extension.

2. What are the other quality sustenance and enhancement measures undertaken by the institution since the previous Assessment and Accreditation with regard to Research, Consultancy and Extension?

- The institution is of the view that faculty research has large contribution in the quality enhancement of Postgraduate and Undergraduate education. Hence the institution has invested 40% of its development fund in enriching research infrastructure.
- A centralized instrumentation facility is planned for the improvement of scientific research.
- Periodic meetings of the research community are introduced for sharing of ideas and developing interdisciplinary programmes. Students are attending these programmes with enthusiasm.

#### ***4. Criterion IV: Infrastructure and Learning Resources***

##### ***4.1 Physical Facilities***

4.1.1 What are the infrastructure facilities available for

- (a) Academic activities?
- (b) Co-curricular activities?
- (c) Extra –curricular activities and sports?

##### **Academic activities**

The institution is located in the heart of the city of Thiruvananthapuram in an area of 48 acres. There are three buildings covering an area of about 10,000 sq. meters. The main block houses the Principals' office and the Departments of Mathematics, Physics,

Chemistry, Botany, Zoology, English, Hindi, History, Sociology, Politics and Russian. The Mannam block, a three storied building with 20 rooms houses Malayalam, Economics, Psychology and Sanskrit. There is a separate commerce block which is a two storied building. All the Commerce classes are conducted in this building.

The main building has 76 rooms which include 25 class rooms, 9 staff rooms, 10 laboratories, main library complex, 4 office rooms, zoology museum, auditorium, seminar hall, computer labs and 8 department libraries. Each department has a staff room, 2 to 5 class rooms, a department library and 2 to 8 laboratories. The physical infrastructure available with the different departments may be summarized as follows.

Table 4.1:- Physical infrastructure of Mahatma Gandhi College

| No | Department         | Staff room | Class room | Library | Laboratory | Computer Lab | Research | Total |
|----|--------------------|------------|------------|---------|------------|--------------|----------|-------|
| 1  | Mathematics        | 2          | 4          | 1       | -          | 1            | -        | 8     |
| 2  | Physics            | 2          | 3          | 1       | 8          | 1            | 3        | 18    |
| 3  | Chemistry          | 1          | 3          | 1       | 3          | 1            | 1        | 10    |
| 4  | Botany             | 2          | 4          | 1       | 3          | -            | 1        | 11    |
| 5  | Zoology            | 2          | 4          | 1       | 2          | 1            | 1        | 11    |
| 6  | English            | 1          | 2          | 1       | -          | -            | -        | 4     |
| 7  | Hindi              | 2          | 4          | 1       | -          | -            | -        | 6     |
| 8  | History            | 1          | 2          | 1       | -          | -            | -        | 4     |
| 9  | Sociology          | 1          | 2          | 1       | -          | -            | -        | 4     |
| 10 | Physical Education | 1          | -          | -       | -          | -            | -        | 3     |

|    |            |   |   |   |   |   |   |   |
|----|------------|---|---|---|---|---|---|---|
| 11 | Malayalam  | 1 | 3 | - | - | - | - | 4 |
| 12 | Economics  | 1 | 4 | 1 | - | - | - | 6 |
| 13 | Psychology | 1 | 2 | 1 | - | - | - | 4 |
| 14 | Commerce   | 1 | 6 | 1 | 1 | - | - | 9 |

### **Digital class rooms**

The institution is giving high priority for the use of ICT in the transaction of academic process. We have thirteen digital class rooms which have modern multimedia projection facility and internet support. Internet as well as access to our server is made possible by a LAN strengthened with a backbone of optical fiber. One class room in each department has this facility which is shared by all classes of that department. This system makes the transaction of curriculum much fast and also enables the teacher to incorporate new dimensions in the conventional lecture process.

### **Wireless LAN for communication and data transfer**

The LAN system connects all departments, computer labs and digital class rooms with a central server. The server has link with the college website through internet. The college web site has an academic portal which stores a lot of lecture notes and references. All these can be accessed in between lectures which make class room teaching a versatile affair.

### **Library and computer lab**

We have a general library with more than 60000 volumes and 13 departmental libraries. The general library provides the facilities for wide reading while the department libraries cherish subject specific reading. The advantage of the system is that it gives the

students the opportunity to secure the help of the teachers in the selection of books. The central computer lab also provides the opportunity. The subject specific journals are also made available in the departmental libraries. The central computer lab provides the opportunity for general browsing and also provides students the opportunity to familiarize with the use of computers. DTP and downloading facilities are also made available to the students at the computer lab.

### **Laboratories**

The institution has extensive laboratory facilities to promote science teaching and learning. All the laboratories are well equipped with modern instruments. Some of the very costly instruments procured through projects are made available to the PG students also.

Table 4.2:- Major instruments available in the institution.

| <b>No</b> | <b>Instrument</b>       | <b>Price<br/>(In Lakhs)</b> | <b>Department</b>           | <b>Source</b>        |
|-----------|-------------------------|-----------------------------|-----------------------------|----------------------|
| 1         | IR spectrometer         | 100000                      | Common                      | FIST –to be procured |
| 2         | HPLC                    | 100000                      | Life science &<br>Chemistry | FIST- to be procured |
| 3         | PCR                     | 800000                      | Life science                | CPE                  |
| 4         | Green DPS laser         | 600000                      | Physics                     | CPE – to be procured |
| 5         | UV-Visible spectrometer | 400000                      | Chemistry                   | SARD                 |
| 6         | Susceptibility balance  | 350000                      | Chemistry                   | SARD                 |

### **Online examinations**

The academic portal of the college web site has question banks in all subjects taught and all students can answer these questions online. The answers are valued by teachers online and returned to the students. This exercise is found to be highly beneficial to above average as well as below average students. The former get an opportunity to put in

extra work and self improvement while the latter use it as a ladder to scale the syllabus at his own pace.

### **Association with research programmes.**

The institution has 7 research departments and about 60 students working in them. The frequent association of the P G as well as UG students with the research students provides the former good opportunity for career advancement.

### **Co-curricular activities**

The college has a Seminar hall with all audio visual facilities for students to explore the world of knowledge. The seminar hall is the hub of the co-curricular activities like quiz competitions, debates, public speaking and a host of job orientation and finishing school programmes. The cumulative effect of all these is reflected in the overall improvement of the students.

### **Computer labs and libraries**

Our computer labs function with the motto of achieving 100% computer literacy. We offer a certificate course in computer usage concentrating mainly on the beginners. The course is offered free to all students. The central library networked with thirteen department libraries provide adequate infrastructure for serious reading.

### **Add on courses**

The institution offers two add on courses to students

### **Extracurricular activities**

#### **National Service Scheme ( NSS )**

The institution has three units of N S S. Apart from lively participation in the

activities formulated by the University; the organization in its own capacity operates a number of programmes. (Appendix 9)

### **National cadet Cops (NCC)**

The college has three units of NCC, Army, Navy and Air Wing.[ Appendix 4]

### **Physical Education Department**

The institution has creditable achievements in a number of sports events. The college has been the University champions in cricket for the last 8 years. We have consistent achievements in swimming, football, power lifting and athletics. The college has a vast stadium which can be used for football, athletics and cricket. In addition to this we have courts for basket ball, volleyball, shuttle badminton and volleyball. There is a full-fledged multi- gym which is used by many students as well as staff.

### **Clubs**

Club activities play an important role in providing the students with the charm and flair of campus life. The different clubs actively contributed for nurturing of the individual tastes and capabilities effectively. The degree programmes have club activities as a part of the curriculum.[appendix 5]

4.1.2 Enclose the Master Plan of the college campus indicating the existing physical infrastructure and the projected future expansions.

Attached







4.1.3 Has the institution augmented the infrastructure to keep pace with its academic growth?

If yes, specify the facilities and the amount spent during the last five years.

Many changes were made in the research infrastructure during the post accreditation period.

**Digital class rooms:-** Thirteen digital class rooms were added to the institution. All these class rooms have multimedia projection facility and provision for the use of internet for class room teaching.

**Wireless LAN and public address system:-** All the departments, computer labs and digital class rooms are connected by LAN. New public address system was incorporated.

**Department of Physics:** Four cabins were constructed for providing facilities for the new research projects and computer lab.

**Department of Chemistry:-** New cabin was constructed for a computer lab. The library room was modified and partitioned to accommodate the newly acquired equipments. The laboratories were modified.

**Department of Botany:** A new microbiology lab was constructed.

**Department of Zoology:** - The P G labs were modified.

**Proposed schemes:**

- 1) A new library cum class room for the department of Malayalam with an estimated budget of 11 lakhs
- 2) Construction of new stadium. Proposed expenditure for the scheme is Rs. 40 lakhs.
- 3) One language lab managed jointly by the departments of Hindi, Malayalam and English

#### 4) Centralized instrumentation facility

4.1.4 Does the institution provide facilities like common room, separate rest rooms for women students and staff?

The institution has common room and separate rest room for women students and staff. A full time attendant is posted in the women's rest room for the service of the girl students. The office staff has separate dining and rest rooms. The college canteen provides separate facilities for girl students.

4.1.5 How does the institution plan ensure that the available infrastructure is optimally utilized?

Utilization of space and infrastructure is based upon two level planning. The college Planning Board develops the overall plan for space utilization and distribution of space among the 14 departments. This is discussed and finalized at the college council. The individual departments decide upon the utilization of space allotted to them. This two level planning ensure efficient utilization of space.

The college is currently planning on some modification in the utilization of laboratories and equipments. The existing practice in the use of laboratories and equipments is based upon the concept of ownership by individual departments. This we find limits the optimum use and there are instances where duplication in purchases arises. Now we are planning on the generation of common laboratory spaces and centralized instrument facility.

4.1.6 How does the institution ensure that the infrastructure facilities meet the requirements of the differently-abled students?

The institution takes special care to see that the requirements of differently-abled persons are met satisfactorily. The most common type of difficulty of the differently-abled students we have in this institution pertains to locomotion problems and we have made several arrangements to ease their difficulties. Special ramps are built in all the three building blocks to enable the movement of such students. The classes of such students are shifted to the ground floor whenever possible. Wheel chairs are provided by the institution for such students. The commerce block is at present accessible only through steps. We have started the construction of a new road with the sole aim of providing wheel chair access to the building.

#### ***4.2 Maintenance of Infrastructure***

4.2.1 What is the budget allocation for the maintenance of (last year's data)

- a. Land?
- b. Building?
- c. Furniture?
- d. Equipment?
- e. Computers?
- f. Vehicles?

Table 4.3:- Budget allocation for infrastructure

| Sr No | Item       | Amount    | Source                  | Nature of expenditure                   |
|-------|------------|-----------|-------------------------|---|
| 1     | Land       | 27 lakhs  | Management              | Maintenance of roads                    |
| 2     | Building   | 15 lakhs  | UGC                     | Renovation of infrastructure            |
| 3     | Furniture  | 0.5 lakhs | PTA                     | Repair of student furniture             |
| 4     | Equipments | 2 lakhs   | UGC                     | Plan fund for maintenance of equipments |
| 5     | Computers  | 1 lakh    | UGC, Computer club, PTA | Repair of computers                     |
| 6     | Vehicles   | 0         | -                       |   |

4.2.2 How does the institution ensure optimal utilization of budget allocated for various activities?

The finalization of the budget is made only after detailed discussion by the different statutory bodies of the institution. Detailed study of the requirements is made and the available funds are distributed such that the resources are efficiently utilized. The actual utilization is also monitored at different levels. All the purchases are made through competitive tenders and the whole process is monitored by the purchase committee. All the accounts are audited at different levels so that the institution gets the maximum use out of the funds at its disposal.

4.2.3 Does the institution appoint staff for maintenance and repair? If not, how are the infrastructure facilities, services and equipment maintained?

Most of the costly equipments in use are covered by AMC and this ensures their lasting performance. There is the post of one mechanic and normal repair works are

carried out through his services. In cases where expert services are required outside help is sought. The institution has set apart a part of its plan funds for the maintenance of equipments. We had an Instrumentation Maintenance Facility with UGC support during tenth plan. We have applied for its extension during this plan.

### ***4.3 Library as a Learning Resource***

4.3.1 Does the library have a Library Advisory Committee? What are its major responsibilities?

The library advisory committee has Principal as the president, librarian as the secretary and the Heads of Departments and a student representative as members. The library advisory committee meets at least once in a term and develops plans for the effective and efficient utilization of library resources. The committee in consultation with different departments prepares the list of books and journals to be purchased each year and supervises the purchase. The working hours, rules for issue and return, upkeep and maintenance of books, arrangements within the library are all areas where the committee devotes its special attention.

The library committee of M G College has taken it as its duty to work for enhancing the reading habit of students. Special competitions are arranged for this and students who emerge successful are suitably felicitated. The main innovations introduced by the library committee during the last three years are detailed below.

- 1 Increase the internet browsing facility at the library.
- 2 Make provision for the searching and downloading of electronic journals.
- 3 Provide online access to famous libraries of the world.
- 4 Organise a seminar or workshop concerning new library tools and their efficient use.

#### 4.3.2 How does the library ensure access, use and security of materials?

The college has a centralized library complex easily accessible from the two building blocks of the institution. The library has more than 60000 volumes for issue and reference, 6 news papers and more than 20 periodicals. However subject and syllabus based books and journals are made available in the department libraries of the respective departments. The general library is open from 9a.m. to 5p.m. on all working days. The books are catalogued using UDC (Union Decimal Classification)-system and search software is installed. The users are free to follow the conventional card system or they can use the computer for locating the books. The library has a qualified librarian and four last grade staff to manage the activities. The librarian is in charge of the security of books and their up keeping. The library has a book section, a reference section and a journal section. Old copies of journals are made available in the bound form. There is a large reading room in the central library. Similar facilities are available in the department libraries also but they are managed by the teachers themselves.

#### 4.3.3 What are the various support facilities available in the library? (computers, internet, band width, reprographic facilities etc.)

All the essential support facilities are provided in the general library. There is an open access system and students can choose books making use of the card system available or they can use the library software. There is very good facility for browsing and also downloading material from the net and collecting the printouts. Electronic journals can also be accessed by the students. Reprographic facility is available.

4.3.4 How does the library ensure purchase and use of current titles, important journals and other reading materials? Specify the amount spent on new books and journals during the last five years.

The library committee supervises the purchase of books and journals. The selection of subject books and journals are entrusted to individual departments. This ensures that current volumes of latest titles are purchased. This also enables the selection of volumes according to the change of syllabus. The titles on general topics are selected by the library committee itself. The catalogues of leading publishers are referred for preparing the list.

The funds for library purchase derive from four different sources. The book are purchased with UGC, PD (State Government funds), FIST and research project fund. UGC is the most important source for funds. The PD funds are available on a regular basis and so it is used for the purchase of regular reading materials and syllabus based books. The FIST funds are used for purchasing costly volumes and project funds for procuring books on special topics.

Table 4.4:- Amount spend for purchase of books and journals during the last five years

| <b>Sl. No</b> | <b>UGC</b> | <b>PD</b> | <b>FIST</b> | <b>Project</b> |
|---------------|------------|-----------|-------------|----------------|
| 2006          |            | 0.72      |             | 0.85           |
| 2007          |            | 0.74      |             | 0.78           |
| 2008          | 1.2        | 0.87      | 1.2         | 0.56           |
| 2009          | 2.31       | 0.93      | 1.4         | 0.89           |
| 2010          | 13.29      | 0.93      | 0.85        | 1.00           |



4.3.5 Give details on the access of the on-line and Internet services in the library to the students and faculty? (hours, frequency of use , subscriptions, licensed software etc..).

Online internet services are available to the students and faculty through out the working hours and the services are available free of cost. The use however need not be restricted to the terminals available in the computer lab. The internet services are made available through out the college through our Wireless LAN but surfing to students is restricted to the terminals in the libraries and computer lab. Good number of users prefers the department libraries and computer labs for internet usage. We promote this due to security reasons and also to utilize the advantage of supervision by teachers.

Licensed software is purchased for library usage and office automation. We are in the attempt of switching to the use of free software like Linux. At present the whole system is operated from Windows 7 platform.

Table 4.5:-List of soft wares in use in the institution

| <b>Sr No</b> | <b>Software</b> | <b>Users</b>         | <b>Nature</b>          | <b>Remarks</b> |
|--------------|-----------------|----------------------|------------------------|----------------|
| 1            | Library         | Students, teachers   | Total library software | Being upgraded |
| 2            | Windows         | Students, staff      | Windows7               |                |
| 3            | Admission       | Administrative staff | Admission of students  | Being upgraded |
| 4            | Salary bill     | Office               | Windows based          | Being upgraded |
| 5            | Server          | Computer lab         | Windows based          | Latest version |

4.3.6 Are the library services computerized? If yes, to what extent?

Library services are computerized. The cataloging, searching and issue can be done through the software which is a component of the total management software the institution has purchased. Books can be accessed through the software using book names or author names. Subject search is also possible. However key word search is not totally implemented.

4.3.7 Does the institution make use of INFLIBNET / DELNET/IUC facilities? If yes, give details.

INFLIBNET / DELNET/IUC facilities can be accessed by all students and teachers from all LAN connected terminals.

4.3.8 What initiatives are taken by the library staff to enrich the faculty and students with its latest acquisitions?

The library software has a provision to identify the latest additions. The information concerning latest additions is displayed on the notice board also. The college website has a space for library and information regarding the latest additions are made available here also.

4.3.9 Does the library have interlibrary borrowing facility? If yes, give details of the facility?

Inter library borrowing facility is not practiced by the library of this college. The institution used to have a system of inter library borrowing with British Library, but we were forced to discontinue it due to the closure of the British Library. However the institution is pushing forward in its efforts to encourage the faculty, and faculty to have membership in reputed libraries in the city. Many UG and PG students almost all research students have membership in the University Library.

The students and faculty also make use of the VSSC, NIIST , IIST and CDS libraries for their academic and research purposes.

4.3.10 What are the special facilities offered by the library to the visually- and physically-challenged persons?

Special seating and lighting arrangements are made for physically challenged persons. A computer with special software is also made available to these students.

4.3.11 List the infrastructural development of the library over the last two years

While discussing the infrastructure development we have to consider the general library as well as the department libraries. The general library keeps on adding about thousand volumes a year. New magazines and journals were also added. A significant change was the incorporation of more search facilities in the laboratory. Three more computer terminals are added to facilitate the online search of journals and articles. The incorporation of the library network with the LAN system was an important change.

The changes that occurred in the department libraries are also significant. 100 to 200 volumes are added every year to the department libraries. The libraries of Chemistry and Mathematics were rearranged to provide more reading space to students. The incorporation of departmental libraries also in the LAN system was a great change. The libraries are also provided with computer terminals which provide total library information.

4.3.12 What other information services are provided by the library to its users?

A CD library is set up with a collection of CDs of latest books and CD copies of downloaded electronic journals. Video recordings of dramas and some movies (educational) are also available. The CDs issued to students may be viewed using the

computer terminals in the library. Printing and reprographic facilities are also available to all students. The library periodically arranges classes for educating the students on efficient library usage.

#### **4.4 ICT as Learning Resources**

4.4.1 Does the Institution have up-to-date computer facility? If yes, give details on the available hardware and software (Number of computers, computer-students ratio, stand alone facility, LAN facility, configuration, licenced software etc.)

##### **Computer hardware**

The college has 101 computers at present. All the Department computers are networked with the server located in the main computer lab. Departments of Mathematics, Physics, Chemistry and Commerce have separate computer labs. The college office and library have separate computer system. The number of computers available in different sections is tabulated.

Table 4.6 :- Computers and their configuration

| <b>Sr No</b> | <b>Department</b> | <b>No of computers</b> | <b>Configuration</b>    | <b>Softwares</b> |
|--------------|-------------------|------------------------|-------------------------|------------------|
| 1            | Mathematics       | 14                     | Pentium IV, Celron,I3   | Windows7         |
| 2            | Physics           | 7                      | Pentium IV,I3           | Windows7         |
| 3            | Chemistry         | 12                     | AMD 2500, Pentium IV,I3 | Windows7         |
| 4            | Botany            | 2                      | AMD 2500,I3             | Windows7         |
| 5            | Zoology           | 4                      | AMD 2500,I3             | Windows7         |
| 6            | English           | 2                      | Cyrix,I3                | Windows7         |
| 7            | Malayalam         | 3                      | AMD 2200,I3             | Windows7         |
| 8            | Hindi             | 3                      | Celeron,I3              | Windows7         |
| 9            | Economics         | 3                      | AMD 2600,I3             | Windows7         |
| 10           | Sociology         | 2                      | Pentium II,I3           | Windows7         |
| 11           | Psychology        | 3                      | Pentium II,I3           | Windows7         |

|    |                    |    |            |          |
|----|--------------------|----|------------|----------|
| 12 | Commerce           | 7  | Celeron,I3 | Windows7 |
| 13 | Physical Education | 2  | Celeron,I3 | Windows7 |
| 14 | Computer lab       | 21 | Celeron    | Windows7 |
| 15 | Office             | 5  | Celeron,I3 | Windows7 |
| 16 | Library            | 1  | Celeron,   | Windows7 |
| 17 | Seminar Hall       | 1  | Celeron    | Windows7 |
|    | Total              | 82 |            |          |

### **Digital class rooms**

Each of the department has a digital class room. This room has a multi-media projection facility and LAN connection available. Internet connection is provided by the LAN system and the server can also be accessed. Teachers use the Laptops to prepare the lectures and present it to the students using this facility.

### **LAN and Internet**

All the computers are networked. They are connected to the server located in the computer lab. All the information available in the server and internet can be accessed by students and staff. Library searching is also enabled through this system.

### **Computer labs**

There is a central computer lab which is open throughout the working hours. A full time operator is posted here for providing necessary help to the users. Net browsing, DTP and scanning facilities are also enabled in the computer lab .Departments of Mathematics, Physics, Chemistry and Commerce have separate computer labs which cater to the needs of the specific subject wise teaching.

### **Server based back up**

The central computer lab has a central server and a backup server. LAN and internet are managed through this server.

## Software

The college is now functioning in a window platform and we have upgraded the systems to suit windows7. All the general software necessary for common use is installed in the networked systems. The department centered computer labs have subject specific software. The computers in the college office have software for salary bill preparation and provident fund. The library is using library software. We are trying to change over to Linex platform in the near future.

4.4.2 Is there a central computing facility? If yes, how is it utilized for staff to students?

The college has a central computer lab with 21 computers. The lab is open throughout working hours and the service of an operator is made available. All the computers are networked and also internet connected. The staff as well as students uses it for internet search and also for DTP works. Facilities for internet and DTP are also available. In addition to these central computer lab departments of Mathematics, Physics, Chemistry and Commerce have also computer labs. Computer lab conducts a certificate course in computer usage.

4.4.3 How are the faculty facilitated to prepare computer-aided teaching/ learning materials? What are the facilities available in the college for such efforts?

All the departments are provided with one lap top each which the teachers use for preparing notes and presentations. They can take this to the digital class room and use it for teaching. One digital class room per department is available in the college. The students as well as teachers can make use of the multi-media projection facility available here for teaching learning process.

4.4.4 Does the Institution have a website? How frequently is it updated? Give details.

The institutional websites are [www.mgcollege.com](http://www.mgcollege.com) and [www.mgcollegeteachersportel.com](http://www.mgcollegeteachersportel.com). These sites presents a total profile of the college and also the staff details. These sites have facility for individual teachers to upload their notes and presentations. Question banks of different subjects are also available in the site. There is a link to alumni and also provision for the alumni to register their applications. The important news and events are frequently added to the websites. Normally a total up gradation of the sites are done annually but all important news and events are incorporated whenever necessary.

4.4.5 How often does the institution plan and upgrade its computer systems? What is the provision made in the annual budget for update, deployment and maintenance of the computers in the institution?

Upgradation of computer systems are linked with the demands of software in use. We always try to provide the latest software to the computer users. During the period of the initial accreditation we were in the process of changing to windows XP and that put a lot of demands on the software at that time. Most of the systems in use at that time have been replaced and now we have almost the latest configurations for most of the computers. The computer related planning is done by the IT club, a group of teachers who have special interest in IT and related fields. The club has its own fund generated through the operation of the computer lab. This fund is totally used for the maintenance and up gradation of computers. In addition to own fund, the funds provided by UGC and PTA (Parent Teacher Association) are also available for the maintenance of computers.

4.4.6 How are the computers and their accessories maintained? (AMC etc.)

The computer lab is supervised by full time staff employed by the institution. His job is to help the users on the use of computer and also to see that all machines are

running in good condition. Routine checks and maintenance works are undertaken by this person himself. For major repairs the institution has a tie up arrangement with a repair firm and they attend to our calls promptly. Through this arrangement we are able to keep the computers and allied systems trouble free.

#### ***4.5 Other Facilities***

4.5.1 Give details of the following facilities:

- b) Capacity of the hostels (to be given separately for boys and Girls)
- c) Occupancy
- d) Rooms in the hostel (to be given separately for boys and Girls)

The college used to have separate hostels for boys and girls, but they are non-operational now. This is mainly due to the lack of demand from the students and staff. Trivandrum is a city having a concentration of large number of educational institutions spread over a circumference of 10 k.m. and because of this most students prefer to remain as day scholars. However for girl students who request accommodation, facility is provided in the ladies hostels run by the management. SC/ ST students have hostels operated by Government.

- e) Recreational facilities

Most of the students of the institution are coming from city suburbs and most are using public transport for coming to the institution. Because of this reason students normally do not stay in the institution in the evenings. The noon interval of one hour is the time for recreational activities of students. The college auditorium and the seminar hall provide the venue for the organization of cultural events. Both these areas are used to host programs organized with the dual aim of promoting the extra curricular talents of students and providing a recreational atmosphere to the students in general. Dance,



music, debates, story and poetry writing, public speaking etc receive opportunity for expression at this time.

f) Sports and Games (Indoor and Outdoor) facilities

The college has a physical education department with two permanent teachers and an attendant. The services of these persons are available to all students throughout working hours and this is one of the reasons for the outstanding performance of the college in sports events. The college has a vast stadium which can be used for athletics, football, cricket and softball. In addition to this separate courts are available for volleyball, basket ball and shuttle badminton. There is a fully equipped multi gym which is open to all students and staff. Facilities for indoor games such as chess, table tennis etc are also available.

4.5.2 Health and Hygiene (Health Care centre, Ambulance, Nurse, Qualified Doctor) (full time/ part time etc.)

The institution has a full time attendant for girl students who also takes care of their rest rooms. She also takes special attention to keep up the hygienic conditions of the toilet facilities of women students. We ensure the annual medical checkup of all the students at the Kerala University Health Centre and any serious problems detected there is followed by the class tutor and the college. The PTS meetings also help us to understand the health related problems of students. The Government Medical College is nearby, and the students are taken there in case required.

4.5.3 How does the institution ensure participation of women in intra-and inter- institutional sports competitions and cultural activities?

More than 60% of our students are girls and so no special attention is needed to ensure women participation. However we take extra care to see that no hardships are felt by

the girl students when they take part in intra or inter-institutional events. Adequate facilities are provided for the students for their preparations for competition events. Lady teachers are directed to accompany the girl students in competitions outside the institution. Our girl students excel in the inter collegiate sports competitions.

4.5.4 Give details of the common facilities available with the Institution (Staff room, day care centre, common room for students, rest rooms, health centre, vehicle parking, guest house, Canteen, telephone, internet cafe, transport, drinking water etc.)

#### **Staff rooms**

All departments except the single faculty ones have separate staff rooms with attached toilet facilities. In addition to staff rooms almost all the departments have separate room for the Head of the Department and a department library. All the staff rooms, office, Library, Computer Lab and Principal's room are linked through intercom and LAN facility.

#### **Common room for students**

The college functions in three building blocks, the main block, Mannam block and commerce block. The main block and Mannam block are close by and there is a common room complex with toilet facilities for girl students in the main block. In addition to this there is a spacious auditorium and a seminar hall which also functions as a common room in certain occasions. The commerce block has also separate common room. There is rest room facility for boy students near the canteen. The office staff has a rest room and a dining room in the new block. All the rest rooms have toilet facilities.

#### **Canteen**

The college has a canteen which functions in a separate building. The canteen has separate dining rooms for staff and for boys and girl students. The canteen supply food

items at subsidized rates to staff and students. The canteen facility is available on all days.

### **Parking facility**

The college has separate vehicle parking facility for staff and students. Student's vehicles are not permitted inside the campus in order to avoid sound pollution and also to prevent disturbance to classes during working hours. The Commerce block which is separated from the main block has separate parking facility.

### **Telephone and Fax**

College has three phone lines and fax for external contact. Students are provided with a coin box phone in the main building. There is also intercom facility between departments, office and Principal's room.

### **Internet**

The campus is covered by the wireless internet facility. Broad band internet is installed in the server and it is distributed to the entire campus through the LAN system. All the computers are net worked and 36 wireless terminals are installed at different locations of the campus to provide it with uninterrupted net access. Browsing facility is available with the PCs in the computer labs and departments and also in all lap tops. A small charge levied on the users is discontinued and now internet access is made totally free. A trained personal is always available in the lab to help new users with the use of internet.

### **Drinking water**

Purified drinking water is made available to all in the three blocks. College has its own well which is supplemented by municipal source. This water is pumped and stored in overhead tanks. The pumping system works under the supervision of a last grade staff so

that water shortage is a very rare event. Water coolers and filters are installed in many places for the use of students.

## **Transport**

The college is located near the National High way and so transport is not a problem to staff or students. Most of the staff members have their own personal conveyance and a good number of students use two wheelers.

### ***4.6 Best Practices in Infrastructure and Learning Resources***

4.6.1 What innovations/best practices in ‘Infrastructure and Learning Resources’ are in vogue or adopted/adapted by the institution?

The extensive use of IT for classroom teaching in one of the best practices we have implemented in the curriculum transaction process. This marks a tremendous shift from the conventional teaching methods. It helps a lot in finishing of portions in time and the classes are now more interesting to the students. The online examination programme implemented through the LAN facility is put to good use by the bright students.

The institution always concentrates on the optimum use of available infrastructure. Hence the additional facilities acquired during the post accreditation period were housed without much addition to infrastructure.

### **For Re-accreditation:**

**1,What were the evaluative observations made under Infrastructure and Learning Resources in the previous assessment report and how have they been acted upon?**

- Positive observations were made regarding all branches of infrastructure and Learning resources

**2.What are the other quality sustenance and enhancement measures undertaken by the institution since the previous Assessment and Accreditation with regard to Infrastructure and Learning Resources?**

- Large improvements in infrastructure have been achieved since the accreditation. The new computer labs were set up in the departments of Chemistry, Mathematics and Physics.
- The internet usage is augmented by providing Wi-Fi facility in the campus. Thirteen digital class rooms were set up, each equipped with multimedia projection system and internet.
- The LAN facility is renovated by incorporating fiber network and additional terminals.
- A browsing centre is added to the Library for free use by the students.
- The play ground is being renovated by constructing a modern stadium. Equipments worth Rs 2.5 lakhs is acquired by the physical Education department.

***Criterion V: Student Support and Progression***

***5.1 Student Progression***

5.1.1 Give the socio-economic profile (General, SC/ST, OBC etc.,) of the students of the last two batches.

Table 5.1 :-Gender and socio economic profile of the last but one batch of students

| Course      | Male | Female | Total | SC | ST | OBC | Income >2lakhs | Income 2 -1 lakh | Income < 1 lakh |
|-------------|------|--------|-------|----|----|-----|----------------|------------------|-----------------|
| UG          |      |        |       |    |    |     |                |                  |                 |
| Mathematics | 12   | 26     | 38    | 7  | 1  | 10  | 1              | 18               | 19              |
| Physics     | 20   | 27     | 47    | 8  | 1  | 13  | 3              | 16               | 28              |
| Chemistry   | 16   | 20     | 36    | 7  | -  | 9   | 2              | 16               | 18              |
| Botany      | 9    | 17     | 26    | 5  | -  | 8   | 2              | 13               | 11              |
| Zoology     | 12   | 13     | 25    | 5  |    | 6   | 1              | 10               | 14              |

|             |    |    |    |    |   |    |   |    |    |
|-------------|----|----|----|----|---|----|---|----|----|
| English     | 15 | 20 | 35 | 4  | - | 8  | 5 | 18 | 12 |
| Hindi       | 13 | 23 | 36 | 5  | 1 | 10 | 2 | 8  | 26 |
| Malayalam   | 6  | 21 | 27 | 5  | - | 9  | 1 | 9  | 17 |
| Economics   | 29 | 31 | 60 | 10 | 1 | 16 | 3 | 12 | 45 |
| Sociology   | 13 | 22 | 35 | 6  | - | 10 | 1 | 10 | 24 |
| Psychology  | 17 | 11 | 28 | 5  | - | 8  | 4 | 9  | 15 |
| History     | 20 | 13 | 33 | 6  | 1 | 10 | 1 | 9  | 23 |
| Commerce    | 41 | 28 | 69 | 10 | 1 | 20 | 8 | 20 | 41 |
| <b>PG</b>   |    |    |    |    |   |    |   |    |    |
| Mathematics | 1  | 17 | 18 | 2  | - | 4  | 2 | 6  | 10 |
| Economics   | 6  | 8  | 14 | 3  | - | 6  | 2 | 4  | 8  |
| Malayalam   | 2  | 5  | 7  | 2  |   | 2  | 1 | 2  | 4  |
| Hindi       | 0  | 11 | 11 | 3  | - | 3  | 1 | 3  | 7  |
| Physics     | 1  | 14 | 15 | 3  | - | 6  | 4 | 5  | 6  |
| Chemistry   | 3  | 11 | 14 | 3  | - | 4  | 3 | 5  | 6  |
| Botany      | 0  | 13 | 13 | 3  | - | 5  | 3 | 4  | 6  |
| Zoology     | 8  | 5  | 13 | 3  | - | 4  | 4 | 4  | 5  |
| Commerce    | 1  | 20 | 21 | 3  | - | 6  | 6 | 7  | 8  |

Table 5.2 :-Gender and socio economic profile of the last batch

| <b>Course</b> | <b>Male</b> | <b>Female</b> | <b>Total</b> | <b>SC</b> | <b>ST</b> | <b>OBC</b> | <b>Income &gt;2lakhs</b> | <b>Income 2 -1 lakh</b> | <b>Income &lt; 1 lakh</b> |
|---------------|-------------|---------------|--------------|-----------|-----------|------------|--------------------------|-------------------------|---------------------------|
| <b>UG</b>     |             |               |              |           |           |            |                          |                         |                           |
| Mathematics   | 15          | 17            | 32           | 6         | 1         | 11         | 2                        | 12                      | 18                        |
| Physics       | 36          | 10            | 46           | 7         |           | 14         | 3                        | 15                      | 28                        |
| Chemistry     | 20          | 22            | 42           | 5         | 1         | 7          | 1                        | 15                      | 26                        |
| Botany        | 11          | 16            | 27           | 4         | 1         | 8          | 2                        | 11                      | 14                        |
| Zoology       | 11          | 13            | 24           | 5         |           | 7          | 1                        | 9                       | 14                        |
| English       | 13          | 19            | 32           | 4         | -         | 7          | 6                        | 12                      | 14                        |
| Hindi         | 22          | 17            | 39           | 6         |           | 11         | 1                        | 9                       | 29                        |
| Malayalam     | 11          | 13            | 24           | 5         | -         | 7          | 1                        | 8                       | 15                        |
| Economics     | 26          | 32            | 58           | 8         | 1         | 12         | 4                        | 11                      | 43                        |
| Sociology     | 28          | 12            | 40           | 5         | -         | 8          | 2                        | 8                       | 30                        |
| Psychology    | 16          | 12            | 28           | 4         | -         | 6          | 4                        | 5                       | 19                        |
| History       | 14          | 17            | 31           | 4         | 1         | 7          | 1                        | 7                       | 23                        |
| Commerce      | 35          | 34            | 69           | 8         | 1         | 18         | 7                        | 18                      | 34                        |
| <b>PG</b>     |             |               |              |           |           |            |                          |                         |                           |
| Mathematics   | 1           | 19            | 20           | 2         | -         | 6          | 2                        | 10                      | 8                         |
| Economics     | 2           | 9             | 11           | 3         | -         | 4          | 2                        | 3                       | 6                         |
| Malayalam     | 0           | 10            | 10           | 2         |           | 2          | 1                        | 2                       | 7                         |
| Hindi         | 2           | 9             | 11           | 2         | -         | 2          | 1                        | 3                       | 7                         |
| Physics       | 3           | 12            | 15           | 2         | -         | 5          | 4                        | 6                       | 5                         |
| Chemistry     | 0           | 13            | 13           | 2         | -         | 3          | 3                        | 6                       | 4                         |
| Botany        | 3           | 10            | 13           | 2         | -         | 4          | 4                        | 3                       | 6                         |
| Zoology       | 1           | 12            | 13           | 2         | -         | 3          | 3                        | 3                       | 7                         |
| Commerce      | 0           | 16            | 16           | 3         | -         | 6          | 5                        | 6                       | 5                         |

For degree classes the ratio of boys to girls is 3:4 while it is totally in favor of the girl students as far as the PG classes are concerned. SC and OBC together constitute 40% of the admitted students. The economic backwardness is clearly reflected by the analysis. More than 60% of the students are coming from BPL families. The percentage of economic backwardness is higher for the degree classes than the PG classes.

5.1.2 What are the efforts made by the Institution to minimize the dropout rate and facilitate the students to complete the course?

Our experience is that most dropout incidents occur due to the lack of timely interference and assistance on the part of the institution and parents in solving the problems faced by the student. The students who have a drop out tendency can be identified in the early stage itself by monitoring his/her attendance in college and performance in class tests. Irregularity in attendance and poor performance in class tests may be taken as an early indication of lack of direction in student. The college has a very efficient system to monitor the attendance and performance of students. Attendance of students is taken at the beginning of each period. In the evening the attendance register is returned to the Principal for verification. At the end of every month the attendance is consolidated and the document is published. The attendance consolidation is done such that if a student absents himself in one period he loses the entire half day attendance. This prevents the skipping of class by students. The college is following the performance of each student closely through the test marks which is conducted during all months. Actually a three level monitoring system is followed. The department keeps a close watch of the attendance and performance of the student. The group tutor also keeps a constant vigil on the students under his/her charge. The

Principal has all the data available with him and he can also detect any abnormal behavior very quickly. The possibility of drop out can be detected in a very early stage by observing the attendance, test paper marks etc. Any irregularity noticed at this stage is immediately taken up by the department, class tutor and then by the Principal. If the student cannot be contacted, the parent is immediately notified of the situation. We find that this procedure is very effective in tracking problem students. Our dropout rate is very low, and the few students who discontinue the course are those that go either for some professional courses or those who get employment. In the case of girl students there is problem of marriage and child bearing which in some cases lead to drop out situation.

- 5.1.3 On an average, what percentage of the students progress to further studies and for employment? Give details for the last two years. (UG to PG to Ph.D and /or to employment)

Analysis of the last two years data show that 50-60 % of the students are going for further studies. Of these 30% go for post graduate studies and among them 50% are found to progress to PhD. The others concentrate on degree or diploma courses for securing a job. One of the most sought after courses is bachelor degree in education.

- 5.1.4 How does the institution facilitate the placement of its outgoing students? What proportion of the graduating students have been employed? (average of last five years)

The institution has a career and placement cell which looks after the career and placement prospects of students. Its activities are concentrated in two areas.

- 1 Improve the career prospects of students by providing suitable training.



## 2 Placement assistance

### **Training programmes**

The career and placement is conducting special training programmes for helping students to participate in competitive examinations. The programmes are conducted during noon intervals and include separate sessions for developing language skills, numerical ability, test for reasoning skill and general knowledge. Faculty includes teachers from the college as well as some from training institutes who work in this field. The students get the opportunity to answer previous question papers and get training on time management during competitive examinations. The course is offered free to all students and the project has financial assistance from the UGC.

Another part of the training programme is the effort to develop the communication skills of students and a process of developing the self confidence of students. The two are of much help to the students for attending interviews. The cell arranges seminars on these areas for students using faculty from reputed training institutes. Mock interviews and group discussions are also arranged for the benefit of the students. The programmes organized last year in this direction are tabulated below.

Table 5.3:-Training programmes arranged by the career and placement cell during 2010-2011

| <b>Sr No</b> | <b>Date</b> | <b>Programme</b>                        | <b>Agency</b>    | <b>Participants</b> |
|--------------|-------------|---|------------------|---------------------|
| 1            | 25-10-2010  | Career guidance                         | TIME             | Final year students |
| 2            | 3-12-2010   | Training on artificial Jewellery making | Women study unit | Girl students       |

|   |   |  |                      |                     |
|---|---|--|----------------------|---------------------|
| 3 | 20-1-2011                               | Career guidance                                | NIIT                 | Final year students |
| 4 | 1-12-2010 to<br>12-3-2011<br>(25 hours) | Coaching classes for Bank and PSC examinations | Career guidance cell | Final year students |

### Placement drives

Many agencies approach the institution for job placements. The career and placement cell has a data bank of the students which can be used by such agencies for their selection process. The cell arranges the placement programmes and facilitates the dissemination of the information among students. The placement drives conducted this year are listed below and the students who received placement as a result of the moves are given in appendix 6.

Table 5.4 :-Campus placement programmes conducted during 2010-2011

| Sr No | Agency        | Placement        | Date    | Target group             |
|-------|---------------|------------------|---------|--------------------------|
| 1     | TIME          | Career programme |         | Degree students          |
| 2     | SEBLOG        | 22 students      | 26-1-11 | Final year degree and PG |
| 3     | Sincere group | 12 students      | 21-1-11 | Final year degree        |
| 4     | NIIT          | Career programme | 20-1-11 | Final year degree and PG |

5.1.5 How does the institution facilitate and support students for appearing and qualifying in various competitive examinations? Give details on the number of students coached, appeared and qualified in various competitive examinations (Average of last five years) (UGC-CSIR-NET, SLET, GATE, CAT, GRE, TOFEL, GMAT, Civil Services-IAS,IPS,IFS, Central/State services etc. )

The institution has been offering free training for the NET-SET examinations for the past few years. The training is offered in the two streams of arts and science. The faculty of the institution and external experts is involved in the training programmes. The programme is supported by UGC assistance during the XI plan. Classes on general paper were organized by a committee entrusted with the programme and organization of subject classes were entrusted with individual Departments. All the nine P.G departments organized classes for their students.

Training classes for state and central government examinations were organized by the cell for career guidance and counselling. Twenty-five classes were arranged for the final year students this year itself. The classes were engaged by external faculty trained in these specific areas.

Table 5. 6;-Student placements

| <b>Year</b> | <b>No of students</b> | <b>Firms</b>   |
|-------------|-----------------------|--|
| 2005-7      | 52                    | Federal Bank, Google, TCS, Wipro, City Bank, JBM, TECH Mahindra, HCL |
| 2008        | 6                     | Federal bank, Infosys, Hindustan latex                               |
| 2009        | 12                    | Banks, Mahindra, HCl, Google, TCS, Wipro                             |
| 2010        | 25                    | State Bank of India, Infosys, various MNC's                          |

5.1.6 Give a comparative analysis of the institutional academic performance with reference to other colleges of the affiliating University and the university average. (Pass percentage, Distinctions, Gold medals and University Ranks, Marks obtained in relation to university average etc.(Last five years' data)

The institution is one of the leading institution in the realm of arts and science colleges in the state of Kerala. The long tradition, the diversity of programmes and the opportunity to study the courses from bachelor's degree to doctoral level is attracting a

lot of students to the institution. The institution has also good output in academic and extra –curricular fields. A comparison of the results in University level reveals the academic superiority of the institution in a comparative scale.

Table 5.7 :- Results of the last two batches

| Subject     | UG     |       |        |       | PG     |      |        |      |
|-------------|--------|-------|--------|-------|--------|------|--------|------|
|             | 2009   |       | 2010   |       | 2009   |      | 2010   |      |
|             | % Pass | UTA   | % Pass | UTA   | % Pass | UTA  | % Pass | UTA  |
| Mathematics | 95.2   | 82.45 | 100    | 86.45 | 71     | 70   | 82     | 74   |
| Physics     | 84.9   | 74.8  | 94     | 72.04 | 62     | 58   | 73     | 66   |
| Chemistry   | 75.6   | 68.3  | 61.1   | 63.99 | 92     | 83.2 | 64     | 66.5 |
| Botany      | 87.2   | 76.22 | 96.1   | 73.52 | 100    | 81.3 | 100    | 75.6 |
| Zoology     | 92.3   | 73.9  | 89.6   | 78.15 | 92     | 75.3 | 69     | 63.2 |
| English     | 64.7   | 48.8  | 58     | 40.78 |        |      |        |      |
| Malayalam   | 68.7   | 72.5  | 67.6   | 71.35 | 92     | 55.3 | 100    | 62.1 |
| Hindi       | 75     | 72.4  | 77.4   | 74.32 | 100    | 76.8 | 100    | 78.9 |
| Economics   | 81.5   | 63.4  | 86.4   | 53.44 | 87     | 77.4 | 67     | 64.9 |
| History     | 100    | 63.6  | 81.4   | 60.62 |        |      |        |      |
| Sociology   | 70     | 62.3  | 63.4   | 66.23 |        |      |        |      |
| Psychology  | 59.1   | 61.8  | 68     | 73.48 |        |      |        |      |
| Commerce    | 52.9   | 38    | 51.6   | 42    | 100    | 69.7 | 90     | 73.8 |

## 5.2 Student Support

5.2.1 Does the institution publish its updated prospectus, handbook and other student

information material annually? If yes, what is the information disseminated to students through these publications?

Updated prospectus and college diary are published annually. The prospectus deals mainly with the courses offered by the college and details of admission procedure. The latter material is a handbook of all the relevant details regarding the college. Details of the courses, faculty, rules and regulations, fee structure, details of fee remittance, information regarding extra curricular and co-curricular avenues available in the college along with the detailed calendar are presented in this document. The college is publishing all these details in its website also.

5.2.2 Does the institution provide financial aid to students? If yes, specify the type and number of scholarships/ freships given to the students during the last academic year by the institution (other than those provided by the social welfare departments of the State or Central Governments).

Our legendary founder Bharatah Kesari Sri Mannathu Padmanabhan started the network of schools and colleges throughout the length and breadth of Kerala with the sole aim of providing quality education to the economically and socially deprived sections of the society. True to the aspirations of our founder the NSS group of institutions has accepted the principle that no student should be deprived of the opportunity for higher education due to economic difficulties. Support for economically backward students occur at three levels, the management level, college level and department level.

#### **Management level assistance**

According to the direct payment agreement between the government and aided institutions 20% of the seats are allotted to the Management. The Management can admit any students to this quota provided he/she satisfies the minimum requirements

for admission as per the university guidelines. Many managements collect capitation fee for these seats. However the NSS Management collects no capitation fee under this head. In addition to this the management is giving scholarships ( Kanaka Jubilee Scholarship) to economically backward meritorious students.

### **College**

The PTA is giving scholarship to economically backward students. Another programme is the distribution of free mid-day meals to needy students.

Table 5.9:- Scholarships provided by PTA to economically backward students during  
**2009-10**

| <b>Sr No</b> | <b>Name of student</b>                       | <b>Subject</b> | <b>Class</b> | <b>Amount</b>                 |
|--------------|--|----------------|--------------|-------------------------------|
| 1            | One student from each class<br>(54 students) | All subjects   | All classes  | Rs 500 for PG and 300 for U G |

Many departments support economically backward students through voluntary contributions from teachers. The students are identified with the help of class tutors and financial help is given through collection from teachers. The programme is conducted without much publicity in order to avoid any possible embarrassment to the recipient student.

5.2.3 Give details of schemes for student welfare? (insurance, subsidized canteen facilities, special diets, student counselling support, “earn while you learn” scheme etc.)

All students coming under the University of Kerala have insurance protection under a scheme instituted by the University. The college offer subsidized canteen facility

to all its students. The prices of various food items are lower by 25 to 50% when compared with commercial rates. The college has a cooperative store which provides stationary and text books at discount rates. The materials are offered at 10% discount.

The college arranges free counselling service also to students. Students who require such support are identified by the group tutor and counselling services are provided by the faculty of the psychology department of this college. The career guidance and counselling cell is supervising this activity.

### **Free mid-day meals**

A study regarding the economic condition of the families of our students revealed that a good number of students are coming from very poor families. When the students of this group were contacted through the class tutors we found that some of them have difficulty in finding money for even their mid-day meals. Hence we started a programme of free mid-day meals to needy students. Many students are availing this facility at present.

#### 5.2.4 What type of support services is available to overseas students?

The institution has no overseas students at present.

#### 5.2.5 Give details of the placement and counselling services for the students?

The career placement and counselling cell offers the placement services to students. A good number of students are in the lookout for a job after completing their courses and another group plan for higher studies. We try to give maximum help to both these groups through the activities of our career and placement cell. The cell is conducting separate programmes to the two groups. The programmes which are conducted during free hours are offered to all students free of cost. The placement

programme has two components. One aims at improving the communicative skill of the students. The other is based on the syllabus of the state public service examinations and bank tests. Teachers of each faculty deal with the questions that come under their discipline. Apart from discussion of the subject students are made to workout previous question papers. The cell has a collection of extensive literature on this area and that is made available to the students through the library.

Another part of the programme is to help students for increasing their communicative skill and to train them for taking part in group discussions and interviews. Special programmes by experts are arranged for this.

Yet another type of programmes deals with the information dissemination regarding avenues of higher studies and research. A good number of degree students opt for post graduate education and the details regarding the available opportunities in this direction are communicated through seminars. The preparation of post graduate students for taking up a career in research is an important sphere of activity of the career and placement cell. The free NET/SET coaching offered to the post graduate students is an effort on the part of the institution to motivate students to take up a career of research.

The counseling services are also arranged by this body. Two types of programmes are arranged under this head. One is a seminar like event where general adolescent and learning problems are discussed by experts before a group of students. The sessions are so arranged that all the students are covered by the programme. The second programme is personal counseling. The students who are in need of the same are identified by the group tutor. The services of the faculty of the Department of Psychology, who are qualified professional counselors, are made available for these programmes.



5.2.6 How does the institution encourage and develop entrepreneurial skills among the students?

The institution conducted several programmes to develop entrepreneurial skills among students last year.

Table 5.11 Entrepreneurial skill development programmes

| <b>Sr No</b> | <b>Programme</b>  | <b>Agency</b>      | <b>Target group</b> | <b>Date</b> |
|--------------|---|--------------------|---------------------|-------------|
| 1            | Training on artificial jewelry making                   | Womens' study unit | Girl students       | 20-12-10    |
| 2            | Add on course in Homestead farming and self help groups | College            | All students        | Ongoing     |
| 3            | Add-on course in retail marketing management            | Commerce Dept.     | All students        | Ongoing     |
| 4            | Computer training                                       | College            | All students        | Ongoing     |

5.2.7 Does the faculty participate in academic and personal counselling? If yes, give details on services provided during the last academic year?

The four faculty of the Psychology Department provide counselling services to the students of the college. All the staff members are professional counsellors and they offer their services in the field of extension also. The students who require personal counselling are identified by the group tutors and they are directed to the psychology department. This is a programme that is in voyage throughout the year. The department has a programme to train students as professional counsellors and their services are also made available for these activities.

Table 5.12 Counselling services provided during 2010.

| <b>Sr No</b> | <b>Programme</b>              | <b>Faculty</b>     | <b>Target group</b>                                   | <b>Date</b>         |
|--------------|-------------------------------|--------------------|---|---------------------|
| 1            | Personal counseling           | Psychology Dept.   | All students  | Throughout the year |
| 2            | Mental health day celebration | Mental Health Club | All students  | 2010                |
| 3            | Personal counseling           | Dr Mridula Nair    | Students of Engineering, nursing colleges and schools | Throughout the year |
| 4            | Telephone counseling          | Dr Adithi          | Kerala State open school                              | Throughout the year |

5.2.8 Is there a separate guidance and counselling centre for women students? If yes, enumerate the activities of the centre

The college has a higher proportion of girl students and hence we have not thought about setting up separate counselling facilities for girl students. The women's study unit of our college has taken up the issue of student counselling as one of its programmes. The activity in this direction starts from the first day of the of the first year classes. That day is devoted to a programme for parental and student counselling. The parents are grouped separately and the problems of adolescence and the role of the parents in dealing with those problems are discussed by expert psychologists. The students are assembled separately and the teachers themselves introduce the students to the different aspects of college life and the possible difficulties the student may experience in the campus. The cell has been organizing this programme for the last few years.

Another agency that is involved in these activities is the Mental Health Club under the auspices of the Department of Psychology. The teachers in this department

are trained psychologists and they have groomed a group of senior students for tackling psychological problems and offer counselling services. One of the activities of this club is the provision of counselling services to the needy fellow students. The students in need of the same are identified by the group tutors or the members of the women's study unit. They are directed to the mental health club and the coordinator arrange for the counseling of the student. Counselling programmes conducted by the institution during the last year are summarized below.

Table 5 .13 ;-Counselling programs organized last year.

| <b>Sr No</b> | <b>Programme</b>                         | <b>Presentation</b>                                    | <b>Participants</b>                   |
|--------------|--|--|---------------------------------------|
| 1            | Life skill Development                   | Swamy Aswathy Thirunal                                 | All I year students and their parents |
| 2            | Mental Health Testing                    | Mental Health club                                     | All students                          |
| 3            | Seminar on suicide and modern technology | Dr Achuth Sankar Nair, Director, Bio Informatics       | All students                          |
| 4            | Clinical perspectives of suicide         | Dr Dhar, Psychologist, SRK Mission hospital            | All students                          |
| 5            | Psychological Management of suicide      | Dr Pushpa Bai, Psychologist, Loyola Extension services |                                       |

5.2.9 Is there a Cell/Committee constituted for prevention/ action against sexual harassment of women students? If yes, detail its constitution and enumerate its activities (issues addressed during the last two years)

There is a special cell for prevention of sexual harassment of women students and prevention of ragging. The cell is constituted by senior professors nominated by the college council. The incidences of molestation and ragging occur in colleges usually after the first year admissions. The cell members visit senior classes before the starting of the first year

classes and details the students about the necessity for decent behavior and the possible punishments and legal problems that may follow any reported case of molestation. Wide publicity is given among the first year students to report any case of indecent behavior to the college authorities. The members of the cell tour the campus during intervals and ensure that no ill treatment is occurring to the girl students or new comers. We are happy to note that our efforts have been successful and not a single case of molestation or ragging has been reported in the last few years.

5.2.10 Does the institution have a grievance redressal cell? If yes, what are its functions?

Detail the major grievances redressed during the last two years.

A grievance redressal cell is functioning in the college. Principal is the president of the cell and five heads of departments are members. The cell is authorized to deal with any grievance submitted by the staff or students before it and advise the Principal on the remedial steps that are to be taken. The cell is also the final authority in the college to decide upon the complaints and grievances regarding internal assessments. If any complaint is submitted before it, the concerned parties are heard and relevant documents are verified by the cell. Since Principal is also a member of the cell, the decision of the cell will be final. No cases are recorded to be reported before the cell in the last two years.

5.2.11 Is there a provision for acquiring computer skills / literacy for all students, in the curriculum? If yes, give details on how it is imparted, and level of proficiency.

Only Mathematics, Physics and Commerce have computer studies as a part of the curriculum. The curriculum of other degree subjects does not insist upon the acquisition of computer literacy as a part of the degree programme. The PG programmes of all science disciplines have computer based learning as a part of curriculum. However we have decided

to impart this skill to all students who join this college for their degree studies itself. This is accomplished through our 100% computer literacy programme. Training on the basic skills of computer and the use of internet is provided to all students free of cost. The activity is coordinated by the computer club and is operated through the computer lab. We have developed a syllabus for imparting computer training through a 10 hour certificate course. The students who complete the basic course will have the skills necessary for the operation of normal computer programmes such as office, paint and use of internet. An advanced course is also designed for the students who are already proficient in the use of computers which deals with programming languages, photo shop etc. The programme is so arranged that all students passing out of the institution will have the opportunity to complete both these courses. The classes are arranged during free hours and also in the morning and evenings. At the end of each course the student will have to pass an examination conducted by the college. Four grades A, B, C and D are given for the examination. 'A' denotes high proficiency with marks above 80 % and B good performance with marks between 80 and 60. C is average performance and D indicates failure. The students scoring D has to appear again. Certificates are given by the institution to those students who score A, B or C grade in the examination.

The departments of Mathematics, Physics and Chemistry have separate computer labs which is accessible to the students of these disciplines. These also help in the spreading of computer literacy.

However, the UG programmes are restructured into a choice bases credit and semester system from 2010 onwards. All the courses under this have a foundation course in informatics. This course was included in the UG curriculum because of the positive intervention of the members of the Board of Studies from our college.

5.2.12 What value-added courses are introduced by the institution to develop life skills; career training; community orientation; good citizenship and personality development of students?

The college has five programmes in this direction. Two add on courses, one a multidisciplinary course named as 'Homestead farming and self-help groups' and the other 'Retail Marketing Management' provide students with an opportunity to expand their language and apply the knowledge gained in real life. The certificate course in computer usage helps to make all our students computer literate. The courses held by career and counseling unit improve the analytical ability, general knowledge and English usage. We also provide training on life-skills by Women's Study Unit. A new course on Gandhian Studies is introduced this year.

5.2.13 How does the institution ensure safety and security of the students, faculty and the institutional assets?

The vast campus is well protected by high compound walls. There is only one entry which is manned by two security personals throughout working hours. All the staff and students are issued identity cards and entry is monitored. Any outsider who comes to the college has to register his name and purpose of visit at the security gate. At night time separate watchers are posted to look after the premise.

### **5.3 Student Activities**

5.3.1 Does the institution have an Alumni Association? If yes,

- i. List its current Office bearers
- ii. List its activities during the last two years.

Due to the large size of its alumni, the institution has been following a policy to organizing department alumnae for effective functioning. The alumni of all departments met during last year and organized many interesting programmes. The significant programmes were organized by the Pranjoline, the alumni of Department of Psychology,

the alumni of History and Commerce. All the three functions had a common component of felicitating the academic achievements of the present students. They also promised help for organizing seminars and other curricular and extracurricular programmes.

**Table 5. 14:-Give details of the top ten alumni occupying prominent positions.**

| <b>Sr No</b> | <b>Name.</b>               | <b>Position</b>                                  |
|--------------|----------------------------|--|
| 1            | Justice K S Paripoornan    | Former Supreme Court Judge                       |
| 2            | Padmasree Mohanlal         | Actor ( Bharat award winner)                     |
| 3            | Dr.M.K.Ramachandran Nair   | Former VC, University of Kerala                  |
| 4            | Dr Radhakrishna Pillai     | Director, Rajeev Gandhi Centre for Biotechnology |
| 5            | Justice M.R.Hariharan Nair | Former High Court Judge                          |
| 6            | Dr.C.G.Gopala Pillai       | Former MD, FACT                                  |
| 7            | M . Vijayakumar            | Former Speaker and former minister of Kerala     |
| 8            | James Varghese IAS         | Secretary, Government of Kerala                  |
| 9            | Dr.K.B.R.Nair              | Former Chief Post Master General                 |
| 10           | Dr Biju R Sekhar           | Professor, Institute of Physics, Bhubaneswar     |

iii. Give details of the contribution of alumni to the growth and development of the institution.

The strong alumni of the institution have been following it through all its ups and downs. The financial help received from the alumni was instrumental in the construction of the Mannam Block. Efforts are now in progress for tapping the potential of the alumni for construction of a research block. The institution remembers with much affection the second day of the first NAAC visit when alumni in large numbers turned up for

interaction and the way in which they expressed their deep love and affection of their parent institution.

5.3.2 How does the institution encourage its students to participate in extra-curricular activities including sports and games? Give details on the achievements of students during the last two years. (Institution level/ inter-collegiate / Inter-University/ Inter-state/ National/ International)

The students of the college perform creditably in the inter-collegiate competitions as is evident from the performance chart. Some of the outstanding performance of our students is listed below.

**2010-2011**  
**(University Intercollegiate competitions only)**

| <b>Sl.No.</b> | <b>Discipline</b>              | <b>Position secured</b> | <b>No. of players selected to the University team</b> | <b>Selected to the State team</b> |
|---------------|--------------------------------|-------------------------|---|-----------------------------------|
| 01            | Cricket                        | Champions               | 04  | 03                                |
| 02            | Swimming                       | Champions               | 04+04   | 03                                |
| 03            | Softball                       | Champions               | 02  | 01                                |
| 04            | Weight Lifting & Power Lifting | Runners up              | 01  | 01                                |
| 05            | Waterpolo                      | Runners-up              | 04  | 02                                |
| 06            | Boxing                         | Runners up              | 02  | -                                 |
| 07            | Cycling                        | Runners-up              | 01  |                                   |
| 08            | Tennis                         | Runners-up              | 02  | -                                 |
| 09            | Football                       | Semifinalist            | 04  | 01                                |

**2009-2010**  
**(University Intercollegiate competitions only)**

| <b>Sl.No.</b> | <b>Discipline</b>              | <b>Position secured</b> | <b>No. of players selected to the University team</b> | <b>Selected to the State team</b> |
|---------------|--------------------------------|-------------------------|---|-----------------------------------|
| 01            | Cricket                        | Champions               | 03  | 03                                |
| 02            | Swimming                       | Champions               | 04+02   | 03                                |
| 03            | Weight Lifting & Power Lifting | Champions               | 01  | 01                                |
| 04            | Boxing                         | Champions               | 02  | -                                 |



|    |           |              |    |    |
|----|-----------|--------------|----|----|
| 05 | Cycling   | Runners-up   | 01 |    |
| 06 | Waterpolo | Runners-up   | 04 | 02 |
| 07 | Tennis    | Runners-up   | 01 | -  |
| 08 | Softball  | Third place  | 02 | 01 |
| 09 | Football  | Semifinalist | 03 | 01 |

**Performance Chart  
2008-2009**

**(University Intercollegiate competitions only)**

| <b>Sl. No.</b> | <b>Discipline</b>              | <b>Position secured</b> | <b>No. of players selected to the University team</b> | <b>Selected to the State team</b> |
|----------------|--------------------------------|-------------------------|---|-----------------------------------|
| 01             | Cricket                        | Champions               | 03  | 03                                |
| 02             | Swimming                       | Champions               | 02+02   | 03                                |
| 03             | Waterpolo                      | Champions               | 05  | 04                                |
| 04             | Weight Lifting & Power Lifting | Runners-up              | 01  | 01                                |
| 05             | Boxing                         | Runners-up              | 02  | -                                 |
| 06             | Cycling                        | Runners-up              | 01  |                                   |
| 07             | Softball                       | Runners-up              | 02  | 01                                |
| 08             | Tennis                         | Runners-up              | 02  | -                                 |
| 09             | Football                       | Semifinalist            | 03  | 01                                |

5.3.3 How does the institution involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the major publications/ materials brought out by the students during the previous academic session.

The College publishes the college magazine annually. It is a combined effort of students and teachers and is the principle medium through which the literary talents of students find expression. The funds are derived from the magazine component of fee collected from the students and money collected through advertisements.

Almost all departments have departmental magazines with annual/biannual frequency. The institution support this activity by providing funds for printing and encourage the students involved by public acknowledgement of the effort. In addition to this some departments are bringing out their research papers as annual volumes. The

research cell of the college is working on a project to bring out a volume incorporating all the research publications from the college. The institution has promised financial assistance for these activities also.

**Table 5.15:- Publications from the institution during the last academic year**

| Sr No | Department  | Name of publication               | Nature              | Publisher       | Frequency |
|-------|-------------|-----------------------------------|---------------------|-----------------|-----------|
| 1     | Chemistry   | Research publications 2010        | Compilation         | HoD Chemistry   | Annual    |
| 2     | Chemistry   | Emerging trends in Phytochemistry | Seminar proceedings | HoD Chemistry   | NA        |
| 3     | Malayalam   | Ezhuthakam                        | Literary magazine   | HoD Malayalam   | Annual    |
| 4     | Physics     |                                   | Proceedings         | HoD Physics     | NA        |
| 5     | Mathematics |                                   | Proceedings         | HoD Mathematics | NA        |
|       |             | Spectrum                          | Annual Newsletter   | HoD Mathematics | Annual    |

In addition the Science Club of the college is having a Wall Magazine which features articles and pieces of news and interesting information from the world of science.

5.3.4 Does the institution have a Student Council or any similar body? Give details on its constitution, major activities and funding.

### **College Union**

A statutory representative body of students, called College union is constituted annually through a parliamentary system of election. Students elect two representatives from each class. This electoral council elects a College Union Executive. The union

executive will have a chairman, a general secretary, two university union councillors, a vice –chairman who is a girl student, a secretary for arts club, a representative to the sports council and a student editor. In addition there will be one representative for each discipline and students of each year of study. These student leaders assume responsibilities in a public oath taking ceremony.

### **Representations**

The College Union Chairman is a member of the College Council, the statutory advisory body to the Principal. He is also given representation in bodies like discipline committee, anti ragging cell and canteen committee. The College council nominates one faculty member as the staff advisor, one as arts club president and one staff editor. The staff advisor controls the activities of the College Union and involves in the financial transactions. The Arts club president controls the functioning of the arts club, the body responsible for the promotion of cultural and literary activities of the students. The arts club secretary and the entire college union support him in this effort. The College is represented in University Union, the University counter part of college union, by the union councillors. The magazine editor is responsible for publication of the college magazine. The sports council representative assists the Physical Education Department in the organization of athletic events.

### **Functions**

The college union is the statutory representative body of the students and its views are given due consideration in the programmes and policies of the institution. The union is instrumental in presenting the problems faced by the students before the authorities and seek proper solutions. The arts club, an important component of college union actively involves promoting the extra-curricular talents of students. It selects the

students for participation in University level cultural and literary competitions and provides them training and other helps. College level competitions are also organized by this body. The vice-chairman who is a girl student involves in the problems faced by girl students and brings them to the notice of the college authorities. The general issues of the students are brought to the notice of the University by the University Union Councillors. The magazine editor takes up the responsibility of bringing out the college magazine and the sports council secretary helps in organizing the athletic meets and other sports events.

### **Finance**

The college union derives its funds from the fee collected from the students and deposited in the Government account. An amount of Rs 25 is collected as association fee from each student and deposited in Government account. The funds are mainly used for presenting the students in University level literary competitions and organizing cultural activities in the college. The fee component is often insufficient to cover all expenses. In such cases extra money is sometimes collected from the students. The PTA also gives financial support to the college union in its activities. An amount of Rs 35 collected from each student as magazine fee is used for printing the college magazine.

- 5.3.5 Give details of the various academic and administrative bodies and their activities (academic and administrative), which have student representations on them.

Academic bodies: The Library committee and Department associations are the two important academic bodies in which we have student's representation. Library committee is constituted with the purpose of improvement of reading habit of students. The modifications in the library and the selection of books and magazines also come under the preview of the committee. The presence of college union chairman in the committee

enables the incorporation of the views of the students in the programming of the library functions. The department associations play an important role in the academic programmes of the institution. The hosting of department seminars, workshops, invited lecturers etc are programmes in which the department associations and the student representative play an active role.

### **Administrative bodies**

The important administrative bodies in which we have student representation are the college council, discipline committee, canteen committee and Sports council. The college council is the statutory advisory body to the principal and is instrumental in deciding the programmes and policies of the institution. The council meets periodically and advises the Principal in the utilization of funds, planning of development activities, matters of general administration and discipline. The college union chairman is a member of the college council. The discipline committee is an important body which works for the maintenance of a disciplined atmosphere in the campus. Whenever matters of disruption of discipline occur the committee meets and enquires into the matter. The college union chairman is a member of this committee and this helps in analyzing a problem from the student's point of view. The canteen committee which supervises the functioning of the college canteen is also very important in the administrative process of the institution. The sports council in association with the Physical Education Department helps a lot in the sports administration of the institution.

- 5.3.6 Does the institution have a mechanism to seek and use data and feedback from its graduates and from employers, to improve the growth and development of the institution?

The college gives high priority to the collection of feedback and organizing a follow-up action for the complaints and suggestions. Feed back is collected from students,

parents and management. The feedback is having two components, personal feedback and institutional feedback. The personal feedback pertains to the evaluation of the teachers by the students and the data is available to the teacher concerned and is used as a means for self improvement. The institutional feedback covers the general aspects of the institution and provides valuable guidelines for developing future programmes and policies. We give special importance to the feedback collected from the passing out students. The first and second year students may not be always giving their frank opinion and may be unwilling to make negative comments fearing some type of retribution from the institution .However the final year students are free from the legal attachments with the institution and so will deliver a frank opinion. College council is the catalytic body which tries to incorporate the positive traits in the feed back into the constitution of the institution. For affecting this all the relevant data in the feed backs are discussed in the council. The council recommends the curative steps necessary for the positive incorporation of the feedback data. The planning board give due consideration to these recommendations during the formulation of the prospective plan of the institution.

## **5.6 Best Practices in Student Support and Progression**

5.1.7 Give details of institutional best practices towards Student Support and Progression?

1. The commitment on the part of the institution to keep the economic burden on the students at a minimum. The institution is well aware of the general economic backwardness of our students. This is given due consideration from the admission stage itself. Even though the institution is managed by a private management no money other than that legally permitted by the Government is collected from the students. The management and the institution have programmes to support the financially backward meritorious students in their studies.

2. We take special attention in providing our students with opportunities for placement. Programmes for improving the placement potential as well as placement drives are organized by the institution.
3. Students are given active role in the decision making bodies of the institution.

**For Re-accreditation:**

**The same assessment framework will be used. However, additional information has to be provided for the following probes:**

1. **What were the evaluative observations made under Student Support and Progression in the previous assessment report and how have they been acted upon?**  
**There was a reference about the high dropout rates of some departments and the career and guidance cell at its inception.**

The institution has embarked upon a very serious effort for monitoring the academic progress of students and as a result the dropout rate has reached a minimum. The attendance of students is strictly monitored and the parents are informed of the details of student attendance from the early stages itself. This help in identifying the problematic students at an early stage and employ corrective measures. The small difference in the number of students who secure admission in the first year and the number of students who write the final examination is due to a few students who terminate the course due to their securing some employment or gaining admission to some other courses.

The career guidance cell has been functioning effectively all these years and a number of students have secured employment due to its intervention.

**2. What are the other quality sustenance and enhancement measures undertaken by the institution since the previous Assessment and Accreditation with regard to Student Support and Progression?**

- A programme for student and parental counselling is organized immediately after the admissions. Counselling programmes for students are periodically arranged.
- Two to three Parent Teacher Student (PTS) meetings are organized annually for all classes. The academic progress of the individual student is analyzed in these meetings.
- Career development programmes and coaching for NET examinations are organized systematically.
- Parent Teacher Association (PTA) and individual departments have started new programmes to support the financially disadvantaged students.
- The institution with financial support from UGC give scholarship to SC/ST/OBC(non-creamy layer)/Minority/BPL students.
- Remedial coaching and NET coaching are also arranged for socially disadvantaged groups.
- The PTA of the institution also support financially backward students.

***Criterion VI: Governance and Leadership***

*6.1 Institutional Vision and Leadership*

6.1.1 State the Vision and Mission statement of the institution and give details on how the institution

a) ensures that the vision and mission of the institution is in tune with the objectives of the Higher Education policies of the Nation?

b) translates its vision statement into its activities?



## **Our Vision**

Sa Vidya Ya Vimukthaye

Education should be an instrument for the emancipation of an individual. It should be capable of providing him life skills for participating in the economic activities that are necessary to sustain his normal livelihood and it should provide him qualities to grow up as a true citizen of the country and an asset to the society.

## **Our Mission**

- Use education as a tool for national development.
- Economically backward and socially deprived are given opportunity to derive the complete benefit of education.
- Thrust on education in basic sciences

6.1.2 Enumerate the Management's commitment, leadership-role and involvement for effective and efficient transaction of the teaching-learning processes.

The Management is a society that is committed to social service. It considers education as a means of social service and is specially committed to the extension of the facility to economically weaker sections of the society. It is also committed to ensure the quality of education that is transacted through the institutions under its control. The admission policies for students and the recruitment policies of staff are based on merit. During the beginning of each academic year the Principals of all institutions are called for a meeting in which the detailed analysis of the performance of each college is made. Individual institutions are assessed on the basis of their performance and corrective steps if needed are proposed for implementation. The Management has a separate section for

monitoring the academic process of the institutions. Periodic reports of performance including student attendance are asked to be uploaded by the institution and they are monitored by the management. The Secretary, NSS College Central committee, Prof. R.Prasanna Kumar, who is a former Principal, visits the institutions periodically to make on the spot study of the problems and prospects of the institution.

6.1.3 How does the management and the Head of the institution ensure that responsibilities are defined and communicated to the staff of the institute?

Colleges coming under the affiliated system are governed by rules of KSR (Kerala State Rules) formulated by the Government and also the acts and statutes of the affiliating University. Another important document is the direct payment agreement between the managements and Government through which the Government undertook the responsibility of payment of salary to the staff and the Management accepted the rules and regulations regarding admission and fee collection. These rules define clearly the duties and responsibilities of the Management, Head of institution and the employees of different category. However policies of the Government and University are capable of influencing these rules. The meetings of the Head of institution with the management and the subsequent meeting of the Head of the institution with the staff have special importance in this context. The Management during its meeting with the Head of the institution reveals its policies and objectives. The Head of institution is expected to convey these to the staff under him and devise policies in tune with the directions of the management.

6.1.4 How does the Management/Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the management, to review the activities of the institution?

The Management and the institution are always in contact. The administration of colleges is vested with the NSS Colleges central Committee and the Secretary, NSS Colleges Central Committee supervises the administration. Frequent reports regarding different aspects of functioning of the institution are demanded by the Central Committee. The reports cover different aspects such as student admissions, monthly attendance, progress reports, examination and PTS details. These are meticulously analyzed by the Secretaries office and the principals are directed to incorporate programmes to rectify any shortcomings.

6.1.5 How does the management encourage and support involvement of the staff for improvement of the effectiveness and efficiency of the institutional processes?

The management is giving a lot of freedom for individual and institutional initiatives in academic matters. Freedom of thought, belief and expression are not restricted so long as it is within legal limits. This creates an atmosphere conducive to the development of individual and group initiatives contributing to the improvement and efficiency of the institutional process.

Another way in which the Management is supporting individual initiatives is by giving the staff opportunity to work in the college of their choice within a particular University. This gives the staff a settled life which in turn permits them to involve in the activities of the college to a higher degree.

6.1.6 Describe the leadership role of the Head of the institution, in governance and management of the institution.

The Head of institution has a decisive role in developing the policies and organizing the programmes of the institution. He is the Chairman of all the committees, clubs and associations and has the power and responsibility to issue a final word in the decision making process. He has complete control over the finance, which has areas over which discretion and decisiveness are demanded.

## ***6.2 Organizational Arrangements***

6.2.1 Give the organizational structure and details of the academic and administrative bodies of the institution. Give details of the meetings held, and the decisions taken by these bodies, regarding finance, infrastructure, faculty recruitment, performance evaluation of teaching and non-teaching staff, research and extension activities, linkages and examinations held during the last two years.

Mahatma Gandhi College is an aided affiliated arts and science college owned by a corporate management. The administrative set up of such institutions has some degree of complexity. The institution is owned and managed by the Nair Service Society. The appointment, promotion and transfers are made by the Management. These however require approval by the University and Government. The finances are controlled by the Government and academic matters by the University. The Government pays the salary of the staff. Fee is collected from the students as per the norms fixed by the Government and University and these are remitted to Government or University as the case may be.

The college is functioning in the framework setup by these three entities. The Principal is the supreme authority inside the college as far as administrative, financial and academic matters are concerned. He is of course controlled by the rules set up by the Government and University and the directions given by the management. The college will have a statutory council which has the heads of departments, elected representatives of teachers, Administrative Assistant of the college and college union chairman as the members.

The council is the statutory advisory body to the Principal. The programmes and policies of the college are discussed and finalized in the council. The council advises the Principal on the nomination of members to various academic and co-curricular bodies within the college. The heads of departments also hold positions of responsibility in the administrative setup. The normal administration of the Departments are carried out by the head of department based on the programmes and policies decided in the college council and only in extraordinary circumstances do he seek the intervention by the Principal. All the financial powers rest with the Principal but he has to secure the permission of the management before major decisions.

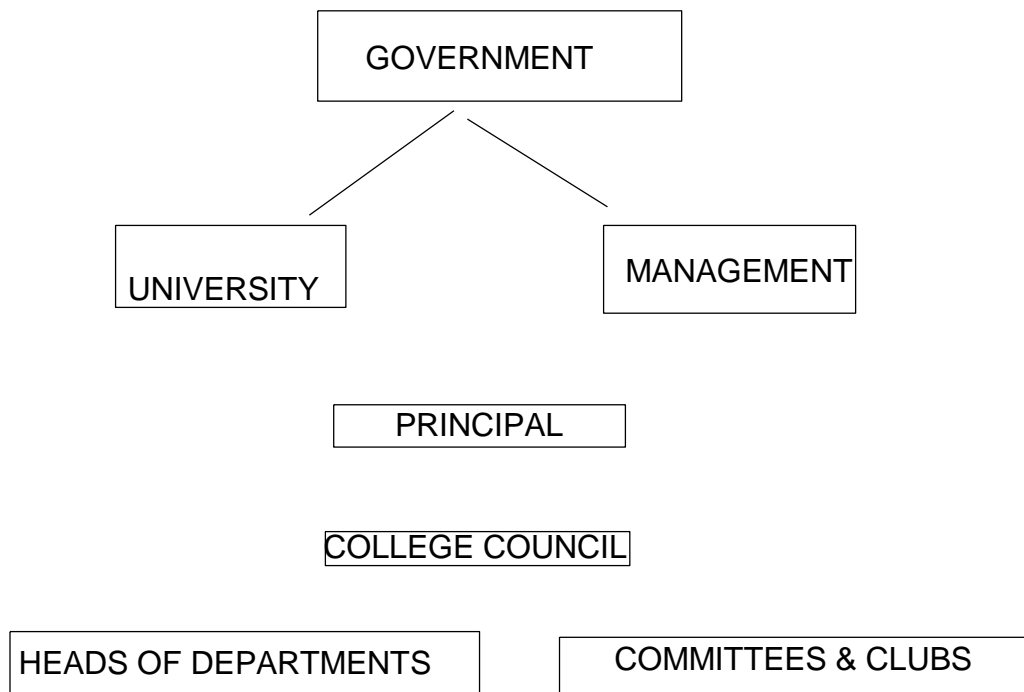


Table 6.1;- List of the various academic and administrative bodies in the college, the functions assigned to them and their operational procedure is given in the table.

| <b>Committee</b>      | <b>Functions assigned</b>  | <b>Decisions taken</b>   |
|-----------------------|--|--|
| College council       | Advise the Principal on all important matters including nominations to various committees and sets the programmes and policies | At least one meeting in every three months, additional meeting during Emergency<br>Some important decisions<br>1 Admission policies and procedure<br>2 Academic auditing<br>3 Nomination of various committees and clubs<br>4 Internal Examinations and PTS  |
| IQAC                  | Prepare the plans and budget. Prepare and submit reports to NAAC. Formulation and implementation of UGC schemes.               | The committee has a convener and representatives from all sections of the college, The representative of the management and local bodies are also included in this committee. Works on reaccreditation. Fifteen meetings have been convened during the last academic year to discuss the details of reaccreditation. |
| Academic Committee    | Academic planning and review   | Prepared the academic calendar. Asked departments to prepare department plan and teachers to prepare teaching plan.<br>Review meeting in each term.  |
| Tutorial Committee    | Organizes tutorial and PTS meetings  | Nominate tutors for all classes. Conduct one tutorial meeting and one PTS meeting each term .Locate students who require personal counselling  |
| Examination Committee | Conduct the terminal and model examinations  | Conduct two terminal and one model examination in addition to monthly class tests.   |
| Research Committee    | Support research activities of the faculty<br>Develop research aptitude in staff and students                                  | Encourage teachers to take up research projects. Conduct programmes for developing research aptitude in students and faculty.<br>Arrange for presentation of research findings and Ph.D. thesis. And M.Sc. projects.   |

|                               |   |  |
|-------------------------------|---|--|
|                               |   | Publish a research journal   |
| Library Committee             | Supervise the functioning of the library  | Prepare the bound volumes of research journals.<br>Purchase more research journals.<br>Prepare the list of books to be purchased.  |
| Purchase Committee            | Organizes all purchases of the college that uses Government funds                     | Purchases are to be made through tenders if the amount is above Rs 20000<br>Purchases below Rs 20000 are to be made through quotations   |
| Building committee            | Plan and organize construction works  | Construction of a new class room for Malayalam<br>Repair and renovation of the entire college<br>Renovation of womens toilet<br>Construction of Ramps for physically challenged<br>Construction of stadium   |
| Grievance Redressal Committee | Deal with the grievances referred to it   |  |
| Discipline Committee          | Liaison with the students for maintaining calm and peaceful atmosphere in the college | There should be no slogan shouting or strikes in the college.<br>In the event of statewide strikes by student organizations, college will be let off after the first hour.<br>Even in those days special programmes and senior classes will be held. |

Parent Teacher Association and Alumni association are two bodies that play important role in the functioning of the college even though they do not appear in the organizational hierarchy. The Parent Teacher Association (PTA) is recently playing an important role in the functioning of the college. It has important roles in maintaining the discipline, generating public opinion and to a good extent in the developmental activities of the college. It is constituted by the members on the teaching staff and the parents of students studying in the college. The activities are controlled by an executive committee

constituted by elected members of the teachers and parents. It generates its own fund from the contributions received from the parents and uses that for the welfare of the students and for strengthening the infrastructure or support facilities of the institution. Whenever regular appointments to teaching posts could not be made, guest lectures are appointed and their salary is being paid by the PTA. The PTA is also involved in the award of scholarships and financial helps to students.

### **Role of Management**

Management is the legal owner of all the assets possessed by the institution. The appointment of staff, their promotion and transfer are carried out by the Management. However the Management has to execute these responsibilities in accordance with the rules jointly framed by the Government, University and Management. Major constructions and repair are carried out by the Management. The day to day administration of the college is carried out by the Principal and normally management does not interfere in it. The admission also comes under the responsibility of the Principal. Twenty percent seats are reserved for the management. Disciplinary action against the staff comes under the preview of the management but as far as students are concerned Principal is the authority.

### **Performance evaluation of teaching and non-teaching staff**

The present procedure of performance evaluation is through feedback collected from students and parents. The institution has three programmes for feedback collection.

- (1) Personal feedback collection by individual teachers.
- (2) Organized feedback collection by the institution
- (3) Feedback collection during PTS meetings.



The first type of feedback collection is optional and is practiced by some teachers and some departments. The questionnaire prepared by the teacher or the department is circulated among the students and the responses are collected. The data generated is used for the self improvement of the teacher or the Department. The second type of feedback collection is more common and it occurs again through the questionnaire developed by the institution and finalized after discussion at various levels. It covers all the different aspects of the institution and generates a comprehensive data bank that is used for planning the activities. The feedback data collected from the parents during PTS meetings also provide important data for institutional planning.

### **Research and extension activities**

The institution has 7 research departments with 23 research guides and 68 research students. Five major and 10 minor projects are operated at the different departments. The research activities are coordinated by the research cell. It is constituted by the active researchers from different departments and works to promote the research activities. Inter departmental coordination, avenues of research collaboration and sources of research funding are explored by the research cell and brought to the notice of the teachers and students. An important activity of the research cell was the publication of a volume comprising of all the research publications from the department each year.

### **Linkages**

External linkages of the institution occur in two areas, research and extension. Most of the scientific work carried out in this institution has collaboration with external agencies, national as well as international. The research collaborations may be grouped under the following categories.(Appendix 7)

Table 6.2:-Nature of research collaborations in the institution

| <b>International</b> | <b>National</b> | <b>Universities</b> | <b>Industries</b> | <b>Colleges</b> | <b>Total</b> |
|----------------------|-----------------|---------------------|-------------------|-----------------|--------------|
| 4                    | 11              | 9                   | 3                 | 4               | 31           |

Another area where the institution has external linkages is in the field of extension.

The activities concentrate in the areas of teaching, social service and charity. Fifteen teachers are involved in the literacy programme and free coaching services to socially and economically deprived classes. Counselling services is another important area of activity. The institution has the support from various Governmental agencies as well as NGO's. (Appendix-8)

**Examinations held during the last two years.**

The institution organizes three internal examinations annually in addition to occasional test papers. The examinations are organized by an examination committee nominated by the college council. The question papers are printed and the answer books are supplied by the institution. The examinations are conducted in a serious atmosphere just like the University examination. The answer sheets are returned after valuation. The progress card is issued at the PTS meeting that immediately follow the internal examination.

6.2.2 To what extent is the administration decentralized? How does the institution collaborate with different sections/departments and personnel of the institution to improve the quality of its educational provisions?

As per the existing rules all the academic, administrative and financial powers rest with the Principal. But no single person can handle all these activities single handedly.

This necessitates the distribution of powers for the system to function with efficiency. All the three areas of activity has decentralization to varying extends, but Principal still is the statutory head.

### **Academic**

The decentralization of power is affected to the maximum extent in the academic scenario. The first step towards decentralization is the formation of the college council and the regular meeting of the council. All the important matters regarding the college are discussed in the council and it is very unusual that Principals do not consider the recommendation of the council. The council nominates the members to various committees. The important committees working with the academic agenda are the academic committee, tutorial committee, research committee, library committee and examination committee. The academic committee is having a pivotal role in this area and it formulates the academic calendar and also the schedule for curricular and extracurricular activities. Once the calendar, activity profile and schedules are defined, the duty of execution is handed over to the department heads or to the respective committees. The academic committee makes periodic review and the report is submitted to the Principal along with the recommendations and suggestions. In addition to this there are separate committees for carrying out the different co-curricular and extra curricular activities. Normally the Principal follow the suggestions of these committees literally. This adds to the self esteem of the committees and create an atmosphere which felicitate the taping the maximum potential from the different sections of the staff.

## **The Department Heads**

For each of the subjects taught in the institution there is a department which is under the supervision of the Head of the Department. Each department is a miniature form of the institution itself and the Head of the Department, who is normally the senior most of the teachers working there, carries out the roles similar to that of the Principal. The academic, financial as well as disciplinary problems within the department are managed by the Head of the department. Each department will have a department council constituted by all the members on the staff of the department. The department meetings are frequently organized for discussing the various academic and financial problems of the department and the conclusions reached is much helpful to the Head of Department in the decision making process.

## **Administration**

Principal carries out the normal administrative works through the college office. The office has an administrative assistant, two superintends, a Head Accountant, clerks and last grade staff to carryout the different administrative works. The college council lends its help to the Principal in taking administrative decisions. Permanent committees like IQAC, Discipline Committee, Grievance Redressal Cell, Planning Board, purchase committee and adhoc committees like admission committee, election committee, etc. are of much help in carrying out the complex administrative responsibilities of the Principal.

IQAC has very important role in the planning process of the institution and regularly works for the implementation of policies to enrich the academic scenario of the college. It works specifically for accreditation and reaccreditation processes with the support of faculty, non-teaching and students. IQAC actually develops the draft plan for

the whole institution and submit it to the college council for finalization. In the implementation side also IQAC is having a pivotal role.

Discipline committee is the body that establishes liaison between the students and the institution. It is constituted by teachers, student representatives and the Principal. The committee gives opportunity for the students to present their views regarding the functioning of the college. It sets the norms for the behavior of the students and general principles necessary for the creation of a peaceful atmosphere within the campus. In the event of any student unrest due to political or policy matters of the Government, Management or institution, the committee is summoned and a solution is derived through discussions. Disciplinary problems are also discussed at the committee and punishments if needed are decided after proper hearing.

Grievance redressal cell plays the dual role of redressing the grievances of the staff as well as those of the students regarding internal assessment. The college council without the student representative is undertaking this job. The cell is authorized to settle the grievances of the staff referred to it by the Principal. The principal refer the grievances to the cell only if he himself is unable to find a solution.

The Planning Board is entrusted with the duty of preparing the plan proposals, facilitating the submission of project and seminar proposals assist the teachers for availing assistance under FIP and other UGC related activities. The committee supervises the distribution and utilization of all funds received from the UGC and also assists the college office in preparing the documents for settling the accounts of the assistance received.

Purchase committee supervises all purchases made by the college using UGC, Government or college funds. Formalities like inviting quotations, scrutiny of

quotations, negotiations with the lowest bidders, giving supply order, verification of the supplied materials etc are carried out by this committee.

Admission committee is constituted during the time of admission of new students to college. Even though it is not a statutory body its activities contribute to make the admission process transparent. The committee supervises the preparation of rank lists and assists the Principal in different stages of the admission process. Once the admission process is complete the committee ceases to exist.

Election committee is also an adhoc committee constituted to carryout the election process. The council nominates this committee upon the request of the Principal. The election events occurring in the college are the election of students to the college union, election of staff representative to the college council, election of teacher representative to University bodies and very rarely election of teacher representatives to PTA, co-operative society etc. Normally all elections except that of the student representative to the college union are organized by a presiding officer nominated by the Principal. The collage union election is but an elaborate affair and the committee carries out the different activities associated with it under the supervision of the presiding officer who himself will be a member of the committee.

### **Finance**

The college has financial dealings with the Government, UGC, University, management and agencies like PTA, alumni etc .Principal has the total responsibility in financial matters and hence sharing of powers in this area is limited. However for the utilization of the funds other than salary and examination funds the advice of the council and the services of the purchase committee are available. The funds of the PTA and alumni associations are utilized only with the concurrence of the respective executive committees.

6.2.3 Does the institution have effective internal coordination and monitoring mechanisms? If yes, specify.

Heads of Departments function as the important link between the teachers and the Principal. College council is another co-coordinating body between the teachers and the Principal. The class tutors links the students with the Heads of Departments. The tutorial meetings bring out the problems of the students before the tutor. The PTS meetings provide a forum for both parents and students to express their difficulties. These issues are raised in the department meetings which the heads of Departments bring to the notice of the Principal in the council meetings.

The college union is another coordinating body which links the students with the Principal. The college union chairman who is the nominee of all the class representatives has direct liaison with the Principal. The general issues pertaining to the students are presented before the Principal by the chairman. The chairman in turn gets the feed back of each class from the student representatives.

The college council is an important monitoring agency in the general functioning of the college. The periodic meetings of the council discuss and review the different programmes and activities in the institution and contribute a lot in maintaining the health and vigor of campus life.

The Academic committee is an important body that coordinates and monitors the academic programs of the institution. It sets up a general calendar for the academic programs on a yearly basis. The committee due to its representation from all sections of faculty is capable of developing a wholesome view of the academic needs of the institution and devise programmes capable of fulfilling the same. It has an efficient review mechanism through its periodic meetings and the same meetings recommend

remedies for rectifying the defects. The wide representation of the committee in the different departments enable quick and efficient communication of the decisions.

All the above processes are now supported by the new college management software we have implemented. The software is capable of incorporating all the student related activities from admission to the issue of TC and all staff related activities from his joining of the institution to retirement. It is actually functioning as a central mechanism that stimulates and controls each and every activity of the institution and an efficient system for information collection and dissemination.

- 6.2.4 Does the institution have a Grievance Redressal Cell for its employees? If yes, what are its functions? List the number of grievances redressed during the last two years.

The college council without the student representative provide the grievance redressal service to the employees. This is in addition to the Principal who is the primary source of grievance redressal. All the employees are free to approach the Principal with their grievances. Often the problems are solved at that level itself. If the Principal is unable to offer a solution the grievance is referred to the council. This body is also authorized to deal with the grievance of students regarding internal assessment. This problem is first addressed by the grievance redressal cell at the department level. It is constituted by the department head and some senior members on the staff. The problem is handed over to the college level body only if the student is not satisfied with the decision of the department level grievance redressal cell.

Examination of the records reveals that no such incidents have occurred in the last two years.

- 6.2.5 How many times does the management meet the staff in an academic year? What are the major issues discussed during the last meeting?



Mahatma Gandhi College is owned and managed by the Nair Service Society. Nair Service Society has more than 200 institutions under its control and so direct meeting between the Management and all staff members is impractical. The secretary, NSS Colleges central committee visits the college on important occasions and exchange ideas with the staff. The management communicates its decisions to the staff through the Principal. During the beginning of the academic year the Management arranges a meeting of the Principals and office superintends and discusses the administrative arrangements and financial matters. A separate meeting of the Principals is subsequently arranged and the detailed performance evaluation of the preceding year is done. The defects and shortcomings are analyzed and new programmes are devised. Principals are expected to present the problems faced by the institution before the management at this meeting. They are also discussed and the management's decision is conveyed. The change in the policies of the management due to any change in the Government or University rules is also conveyed to the participants. The Principal summon the meeting of the teaching and non-teaching staff in the college and present the details of the meeting before them.

Officials of the management visit the institution during the course of the academic year in connection with celebrations or on official business. A meeting with the members of the staff is always arranged on such occasions.

6.2.6 Is there a Cell to prevent sexual harassment of women staff? How effective is the functioning of the Cell?

There is a cell for the prevention of sexual harassment of women staff constituted according to the directions of the Government. It has the Principal as the chairperson, four senior lady teachers and a senior male professor as the members. However we have no report

of any sexual harassment of women staff in the history of the college so far. Women staffs are treated with due respect and consideration by the male members.

### ***6.3 Strategy Development and Deployment***

6.3.1 Describe the procedure of developing the perspective institutional plan. How are the Teachers, Students and Administrators involved in the planning process?

Mahatma Gandhi College is an affiliated college owned by Nair Service Society, a premier educational agency in the State of Kerala. The Nair Service Society has definite plans regarding the way in which its institutions have to be developed. At present the Management has taken the decision to permit only aided courses in its institutions and the strategies are adopted such that the existing courses are conducted effectively and efforts are made to introduce more such courses in the institutions.

The perspective plan of the institution is developed based on this view adopted by the management. The college has a planning board which is responsible for the development of the perspective plan. The Planning board has access to the feed backs received from students, parents and general public and this contribute to the development of the perspective plan. The plan developed for this year is outlined below.

The plan has long term and short term components. The long term plan is the final objective and the short term plan is the components of the long term plan which has to be completed in stages to attain the final objective.

1) Mahatma Gandhi College is one of the largest colleges under the management. It has thirteen UG courses and nine P G programmes. Seven of the P G departments are research centers of the University of Kerala. Three FIST programmes are operating in the institution. A lot of costly equipments have been procured by the institution in the last few years. Since they are distributed in different departments , their maximum utilization

is not occurring. Efforts should be made for the setting up of a common research lab and instrumentation centre. This can facilitate multidisciplinary research.

2) The incorporation of new equipments and the setting up of new computer and research labs have created a shortage of space. A new block, preferably a separate research block having common instrumentation facility and research library need be created.

3) Sports facilities need strengthening. The existing stadium needs renovation. New play grounds should be set up.

6.3.2 How are the objectives communicated and deployed to all levels, to ensure individual employee's contribution for the institutional development?

The IQAC first formulates a draft plan in consultation with the Principal, Management and the college council.. This is discussed in the staff meetings. The comments and opinions expressed are conveyed to the IQAC and the cell completes the perspective plan taking into account these observations also. The final plan is also presented in staff meetings.

6.3.3 List the different committees constituted for the management of different institutional activities? Give details of the meetings held and the decisions taken, regarding academic management, finance, infrastructure, faculty, research, extension and linkages, and examinations held during the last two years.

The committees and clubs functioning in the institution are listed. Each of the committees has met a number of times during the academic year. The main decisions arrived at during the meetings are listed.

Table 6.3 :- Committees and clubs

| No | Club/committee     | Activity/Decision   |
|----|--------------------|---|
| 1  | Academic committee | Prepare the annual academic plan for the year and facilitated periodic review |

|    |                             |   |
|----|-----------------------------|---|
| 2  | Anti-ragging committee      | Tour the campus during intervals and ensure that no incident of ragging occurs.   |
| 3  | Anti-sexual Harassment      | Members should visit class rooms and common rooms during intervals and try to prevent the possibility of sexual harassment. If any case is reported, model punishment to the culprit should be ensured. |
| 4  | Alumni Committee            | Set up an alumni register of the whole institution and arrange for the meeting of ten year groups. Explore the possibility of amassing assistance for the construction of a new research block.         |
| 5  | Attendance Committee        | Collect monthly attendance statements from all departments and carryout the compilation. Give prior notice to students who have shortage of attendance.   |
| 6  | Career guidance             | Conduct career guidance programmes keeping in mind the final year students. Conduct coaching classes for bank tests and PSC examinations.   |
| 7  | Campus cleaning             | Ban the use of plastic materials in the campus. Conduct mass cleaning operation at least once in a month.   |
| 8  | Canteen committee           | Provide free meals to needy students.   |
| 9  | Discipline committee        | Tour the campus in groups in order to ensure campus discipline<br>Give strict message that any disciplinary problems will be treated stringently.   |
| 10 | Debate club/public speaking | Conduct programmes at noon intervals so that working hours are not lost and students receive maximum exposure.  |
| 11 | Energy club                 | Conduct lecture series on energy saving practices.  |
| 12 | Film club                   | 1)Conduct competitions in different areas of film   |

|    |                                |  |
|----|--------------------------------|--|
|    |                                | making and group the winners to develop a campus film<br>2) Arrange for the screening of short films at noon intervals.                                  |
| 13 | Forestry club                  | 1)Organise a tour to forest<br>2) Organise tree planting programmes  |
| 14 | Gandhian Study Circle          | Conduct a certificate course in Gandhian studies   |
| 15 | Grievance cell                 | Statutory body for addressing the grievances of staff and students.  |
| 16 | IT Club                        | Achieve 100% computer literacy in the campus.<br>Organizes free training programmes for staff and students.  |
| 17 | Library Committee              | Increase the reading habit of students.<br>Provide more browsing facilities in the campus  |
| 18 | Literary club/creative writing | Organizes workshops for creative writing.  |
| 19 | Mental health Club             | Counselling services to students<br>Organize extension programmes  |
| 20 | Malayalam samajam              | Popularizes the traditional culture of Kerala.<br>Programmes on traditional cultural activities.<br>Popularization of traditional agricultural practices |
| 21 | Music club                     | Provide opportunities to the interested students to express their talents.   |
| 22 | Nature club                    | Create among students a love for nature.<br>Keep campus clean and green.<br>Plant more trees in the campus.  |
| 23 | Placement cell                 | Provide placement opportunities to students.<br>Train the students to qualify in tests and to excel in interviews.                                       |
| 24 | Purchase committee             | Conduct all purchases in a systematic manner observing store purchase rules.   |

|    |                    |  |
|----|--------------------|--|
| 25 | Quiz club          | Conduct quiz competitions and train students for successful participation in interviews.   |
| 26 | Research committee | Promotion of research aptitude and research activities of teachers and students. Bring out an annual compilation of the research publications. |
| 28 | Santhwanam         | Organization of extension activities.  |
| 29 | Science club       | Organizes lecture series on scientific topics.<br>Organizes a science exhibition.<br>Organizes student presentations and wall magazine.        |
| 30 | Tourism club       | Conduct seminars on tourism promotion.<br>Organizes tours to new unexplored tourist sites.   |
| 31 | Womens club        | Organizes programmes aimed at women empowerment.<br>Organizes programmes for generating self employment skills in women.                       |
| 32 | Women's Cell       | Organizes programmes aimed at women empowerment  |

6.3.4 Has the institution an MIS in place, to select, collect, align and integrate data and information on the academic and administrative aspects of the institution?

The institution has acquired total college management software and we are now getting incorporated into this software step by step. The library, admission, salary and PF were managed by separate software, but we have now brought them all under a common software. This in a short time is expected to take control of the data management process of the institution.

6.3.5 Does the institution use the various data and information obtained from the feedback, in decision-making and performance improvement? If yes, give details.

The institution gives high priority to the collection of feedback, its compilation and use of the data for future planning. We have two mechanisms for institutional feedback. One is a programmed feedback collection from students of final year classes towards the end of the course. The other is the feedback collected from the students and parents during the PTS meetings. The first one is an elaborate exercise done annually and the data collection is followed by compilation and analysis at various bodies of the institution. The general opinions are discussed with the Management and programmes are devised to give the maximum consideration to the general demands. The opinions and demands aired in PTS meetings have limited reach and often deal with the problems of some group of students alone. The academic parts of the demands that can be met by the departments concerned are solved at that level itself. Anything that requires the attention of the Principal is brought to his notice and efforts for solution are initiated from the level of the Principal. One such request was the need for remedial classes which the Principal arranged for the students of the whole institution.

- 6.3.6 What are the institution's initiatives for promoting co-operation, sharing of knowledge, innovations and empowerment of the faculty? (Skill sharing across departments, creating/providing conducive environment, etc.)

The institution has initiated three very important activities in this direction. One is a programme of the research cell where the faculty shares his/her research experience with other members of the faculty and the students. This functions as a platform for the dissemination of the knowledge involved in the findings of research or results on projects. If by any means this knowledge is shared with others in the institution, the institution as well as the individuals may be benefited in many ways. It will also be an impetus to the students to start on a career on research. It is with this objective that we are conducting weekly programme in which one member of the faculty present his research findings

before an audience of faculty and students. The presentation will be followed by a discussion session where the students as well as the teachers clear their doubts on the subject.

Another programme is the setting up of a common research lab in the institution. This lab is to cater to the needs of all research students and faculty researchers. This we hope will create avenues for interdisciplinary programmes and also it will to a large extent lead to effective sharing of knowledge. Another advantage is the optimum use of instrument facilities. At present the institution has at its disposal many costly instruments which are but scattered in different laboratories. This is limiting their maximum usage, The centralized research facility is expected to bring all these instruments to a common place which will lead to instruments sharing by different departments ensuring their maximum usage.

Yet another way in which we share knowledge is the interdisciplinary projects undertaken by the institution. The Department of Chemistry has several projects in phytochemistry which is a multidisciplinary research area. The works are conducted in association with the departments of Botany and Zoology of this college. In another programme the department is collaborating with the department of Physics in growth of crystals.

#### ***6.4 Human Resource Management***

6.4.1 What are the mechanisms for performance assessment (teaching, research, service) of faculty and staff? (Self-appraisal method, comprehensive evaluation by students and peers). Does the institution use the evaluations to improve teaching/ research of the faculty and service of the faculty by other staff? If yes, how?



The institution is conducting the student evaluation of faculty and institution. This deals with the areas of teaching and services. The results of evaluation are communicated to the person concerned and also discussed in general bodies like college council. In addition to this each of the faculty is encouraged to collect personal feedback from students. This is a unique exercise meant for self improvement. The teachers are free to design the format of feed back and the completed feed back is analyzed by the teacher alone.

The periodic review meetings of the academic committee are in fact a peer review as far as teaching is concerned. The quantum of work completed by a teacher is clearly assessed in these meetings. The teacher becomes liable to offer explanation for the uncompleted portion of the work and he/she is responsible for adopting rectification steps.

Self appraisal of the faculty is collected periodically for matters regarding their career advancement. This includes data for the appraisal of the research activities of the teacher.

The research findings are presented by the teachers concerned in the weakly programmes organized by the research committee. The discussions that follow are a comprehensive peer review as well as an efficient method for information dissemination. These are often found to progress into brainstorming sessions and provide opportunity for the emergence of new ideas.

6.4.2 What are the welfare measures for the staff and faculty? (mention only those which affect and improve staff well-being, satisfaction and motivation)

### **Canteen**

College canteen supply food items at subsidized rates. The canteen building is rented at nominal rate by the management which helps the contractor to supply food at subsidized rates.

### **Cooperative store**

Stationary materials and some consumer items are supplied by the college cooperative society. All the staff and students are members of the society. The profit is shared with the members and so materials are sold at rates lower than the market rates. The society also provides banking facility to the staff. Deposits are accepted from members and interest higher than the current bank rates are given to the depositors. This money is provided as loan to needy members of the staff. The society has a scheme of easy loan whereby needy staff members are given quick loan without the normal security measures that are demanded by the banks.

### **Recreational facility**

Separate staff rooms are available for all departments, where dining and resting facilities are provided. The office staff has also separate dining room and rest room. Facilities are provided for the staff club to organize functions. Library and reading room facilities are also extended to all. Facilities for physical training, table tennis, badminton etc are made available by the physical education Department.

### **Career advancement**

The college is providing all support and encouragement to the teachers for their career advancement. Deputations are sanctioned without any restriction and management readily appoints substitute staff and salary advance is given till official formalities are completed. The teachers are also given leave to attend seminars and conferences. No overhead expenditure is collected from researchers for using the facilities in the college for research or project purposes.

### **Computer training**

The institution has a well organized networked computer system to assist the teachers in their teaching process. Lecture notes, question papers, citations etc can be uploaded to the

server and can be accessed by each and everyone for class room teaching. Computer training is made available to the members on the teaching and non-teaching staff free of cost. Internet facilities are also available to all. Technical help is made available to the teachers for preparing computer aided teaching materials.

6.4.3 What are the strategies and implementation plans of the institution, to recruit and retain faculty and other staff who have the desired qualifications, knowledge and skills?

Staff recruitment is done by the management. It is done according to the laws laid down by the Government and University. Recruitment is done through open advertisement in news papers and meticulous interview by a board of experts provided by the Government and University. Merit is never overlooked in the appointments. This procedure ensures the selection of staff with the right qualification and expertise. The staffs are paid by the Government according to the UGC scales and so resignations seldom occur once the appointments are made. Once the teachers are appointed all opportunities are provided for their career advancement. The NSS management has colleges throughout the length and breadth of Kerala and this make it possible for the management to post the teacher in the place of his/her choice.

6.4.4 What are the criteria for employing part-time/adhoc faculty? How are the recruitment conditions of part-time/adhoc faculty different from that of the regular faculty? (Eg. salary structure, workload, specialisations).

Part-time or adhoc appointments are made when teacher posts remain vacant due to deputation of teacher for FIP, retirement, transfer or long leave of the teacher. The vacancy is advertised in newspapers and the applicants are called for an interview. The interview is done by a board consisting of the Principal, a representative from the management, an external subject expert and the head of the department concerned. Qualification is never compromised and merit and experience are given due

consideration. Appointment order is issued by the management according to the rank list prepared by the board.

Substitute teachers appointed to the FIP posts are paid according the rules formulated by the UGC. Salary of the other part-time staff is met by the management. A consolidated salary is usually given. The workload is always same as that of the regular staff.

- 6.4.5 What are the policies, resources and practices of the institution that support and ensure the professional development of the faculty? (Eg. budget allocation for staff development, sponsoring for advanced study, research, participation in seminars, conferences, workshops, etc. and supporting membership and active involvement in local, state, national and international professional associations).

The institution and the management always support the professional advancement of the faculty. The support for this comes in the form of quick sanction of the request for deputation and ready reinstatement at the same place after completion of the deputation. Permission is also granted by the Principal for attending seminars and conferences and provision is made for the payment of TA by making proper allotment in the college budget. The management always take special attention for encouraging teachers to take up research projects. A number of seminars were arranged by the management during the X plan of the UGC to help teachers in the preparation research projects. Another type of help is the encouragement given to researchers. The Principal and the Heads of Departments are always prepared to make adjustments in the time table with a view to help researchers to find more time for research activities,

The institution and the management have set up no restrictions for the teachers to acquire membership of professional bodies and get involved in their activities. The facilities of the college are often offered to such bodies for organizing activities.

6.4.6 How do you assess the needs of the faculty development? Has the institution conducted any staff development programmes for skill up-gradation and training of the staff? If yes, give details.

Academic strength of an institution depends upon the quality and commitment of the faculty. Faculty development programmes come a long way in equipping the staff to acquire skills and knowledge sufficient to cope with the periodic changes in syllabus. The institution always encourages the faculty to attend orientation and refresher courses. This we think will provide them good exposure to the changing trends and also introduce them to the novel areas of knowledge in their respective fields. The support given by the institution to the faculty to take up research programmes and projects has already been mentioned. Yet another way in which we promote skill up gradation is by encouraging the departments to organize seminars and lecture programmes using external experts. In addition to utilizing the help provided by the UGC in this direction, the institution also provide financial support to departments to organize such activities. The faculty as well as students are benefited by such programmes.

The college is giving high priority to the improvement of computer skills of its staff. Training on computer usage is offered free to the office staff. Teachers are also provided with technical support to adopt computer aided teaching.

6.4.7 What are the facilities provided to faculty? (Well-maintained and functional office, infrastructure and other space to carry out their work effectively etc.,)

The faculty is given all the facilities to carry on their academic duties uninterrupted. The service rules of the staff under an affiliated system have some degree of complexity. They have to deal with three agencies, the Government, the University and the Management. There is a lot of correspondence and one should be familiar with a number of rules and regulations to deal with all that effectively. The Principal and the

college office see to it that teachers are not at all bothered with any of these. All matters of official correspondence including preparation of salary bills are carried out by the college office.

Principal also sees to it that the teachers are having right working atmospheres. Apart from providing necessary facilities, Principal takes extra pains to see that there is calm and peaceful atmosphere existing in the college. All teachers are provided with well furnished staff rooms with necessary arrangements for preparations and rest. Their needs are met with top priority as far as the use of library and computer labs are concerned.

## **6.5 Financial Management and Resource Mobilization**

6.5.1 Does the institution get financial support from the Government? If yes, mention the grants received in the last three years under different heads. If no, give details of the sources of revenue and income generated during the last three years?

Government is paying the salary and allowances of the staff, which is the major expenditure as far as the institution is concerned. In return the fee collected from the students is deposited in Government accounts. A part of the fee collected from students, such as laboratory fee, library fee, audio visual fee etc credited to the Government account can be reclaimed by the institution and utilized for the respective purposes. Apart from these the institution is not receiving any money from the Government. There is a provision for the payment of annual maintenance grant by the Government but due to some legal complexities the institution is not in receipt of this money for the last few years. This is a general situation and not any institution specific matter.

The Governmental agencies such as UGC and DST are the other important sources of finance. The funds received from these sources are used for improvement of infrastructure facilities and for the implementation of specific programmes.

The college mobilizes some money through donations to the PTA and alumni. This is used to provide necessary amenities to students.

Table 6.4:-Grants received from the Government (UGC) during the last three years

| Sl. No. | Year | Amount received (in Rs.) | Heads                            |
|---------|------|--------------------------|----------------------------------|
| 1       | 2008 | 958422                   | UGC ( Plan funds, FIP, Projects) |
| 2       | 2009 | 1407270                  | UGC ( Plan funds, FIP, Projects) |
| 3       | 2010 | 12305943                 | UGC ( Plan funds, FIP, Projects) |

The quantum of funds has a remarkable increase during 2010. This is mainly due to the release of the funds under CPE.

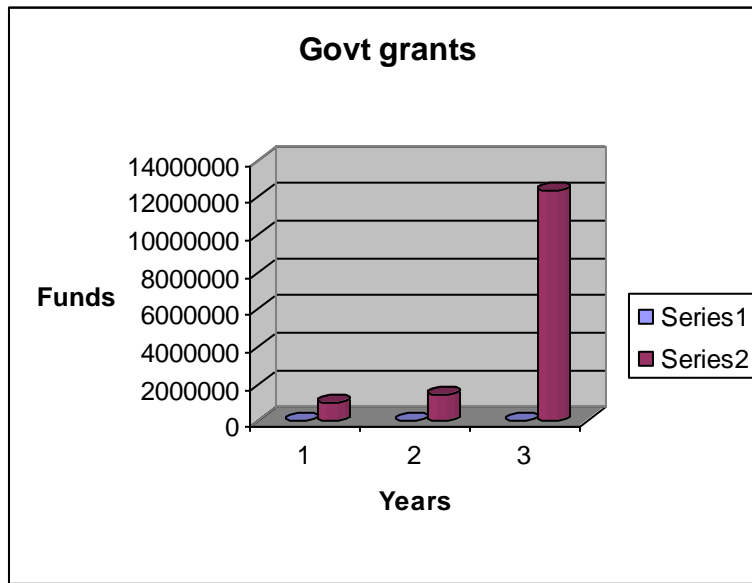


Table 6.5:- Funds received for projects from other Governmental agencies

| Sl. No | Year | Amount received in Rupees | Heads            |
|--------|------|---------------------------|------------------|
| 1      | 2008 | 1565000                   | Research funding |
| 2      | 2009 | 3433838                   | Research funding |
| 3      | 2010 | 218550                    | Research funding |

Table 6.6:-Government funds received for scholarships

| SI No | Year | Amount received(in Rs.) | Heads                                       |
|-------|------|-------------------------|---|
| 1     | 2008 | 442150                  | Scholarships and fee concessions reimbursed |
| 2     | 2009 | 980739                  | Scholarships and fee concessions reimbursed |
| 3     | 2010 | 990856                  | Scholarships and fee concessions reimbursed |

6.5.2 What is the quantum of resources mobilized through donations? Give information for the last two years.

The institution get donation through three sources, the parent teacher association, alumni and individuals. The PTA is the principal agency for managing donations and all the money received are managed through a separate account of the Parent Teacher Association. Alumni associations associated with different departments also receive funds through donation. Individual donations are all endowments and are distributed to the students concerned annually. The funds received in these three heads during the last two years are tabulated below.

**Table 6.7:- Funds received through contributions.**

| Year                     | 2008-09  | 2009-10  |
|--------------------------|----------|----------|
| Funds received by PTA    | 16 lakhs | 18 lakhs |
| Funds received by alumni | 10000    | 10000    |
| Endowments               | 10000    | 10000    |

6.5.3 Is there adequate budget to cover the day-to-day expenses? If no, how is the deficit met?

Since this is an aided institution a good part of the expenses are met through the Government funds. The deficiency if any is met by the Management and the parent teacher association. The collection made by the Parent Teacher Association is used



mainly for providing facilities to students. A part of the fund is used for co curricular activities and for the payment of salary to guest lecturers. Expenditure towards maintenance is also provided by the management.

6.5.4 What are the budgetary resources to fulfill the institution's mission and offer quality programmes? (Budget allocations over the past two years  
(Income expenditure statements attached separately)

The Government pays the salary of the staff and reimburses a part of the fee collected from students under the heads laboratory, library, audio visual, sports and college union. The Central Government through University provides funds for the activities of National Service Scheme. National Cadet Corps is also receiving funds from the Government. Apart from this, money required for other activities is organized by the college. One important source of funding is the Parent Teacher Association (PTA). The Alumni is also contributing for some programmes. The Management meets the expenditure necessary for the development of infrastructure related with these activities. The budget allocation for some of the quality programmes for this year is tabulated below.

**Table 6.8 :- Budget allocation for quality programs**

| No | Program                     | Budget allocation | Source        |
|----|-----------------------------|-------------------|---------------|
| 1  | Computer literacy programme | 50000             | Computer club |
| 2  | Career guidance             | 150000            | UGC           |
| 3  | Department seminars         | 35000             | PTA           |
| 4  | Club activities             | 20000             | PTA           |
| 5  | Counselling                 | 10000             | PTA           |
| 6  | PTS meetings                | 40000             | PTA           |

|   |             |        |           |
|---|-------------|--------|-----------|
| 7 | Extension   | 20000  | PTA       |
| 8 | Scholarship | 280000 | UGC + PTA |

6.5.5 Are the accounts audited regularly? If yes, give the details of internal and external audit procedures and the audit reports for last two years.

All the accounts are audited annually. Government funds are audited by the Accountant General and Director of Collegiate Education. The University funds are audited by the University. The accounts of PTA, management, alumni etc are audited by the audit wing of the management. In addition to this the PTA funds are audited annually by chartered accountants and the audited accounts are presented in the general body meetings.

6.5.6 Has the institution computerized its finance management systems? If yes, give details.

Salary bills of the staff are computerized. Still it is statutory for the institution to keep paper records also and make the book entries. Hence we have not computerized the financial management systems completely. The institution is progressively changing to comprehensive college management software which incorporates all activities of the institution in a single software.

## **6.6 Best Practices in Governance and Leadership**

6.1.7 What are the significant best practices in Governance and Leadership carried out by the institution?

- The commitment of the institution to use education as a tool for the uplifting of the socially and economically unprivileged.
- Involvement of all stake holders in the decision making process.
- Transparency in all dealings and interactions.
- Large number of clubs to promote all individual talents and promotion of co curricular and extracurricular talents.

- Large support drawn from advanced IT tools in management.
- The thrust on promotion of research

**For Re-accreditation:**

**1. What were the evaluative observations made under Organisation and Management in the previous assessment report and how have they been acted upon?**

- All the heads under organization and management earned appreciative comments in the assessment report.

**2. What are the other quality sustenance and enhancement measures undertaken by the institution since the previous Assessment and Accreditation with regard to Organisation and Management?**

- The college council, clubs and committees are reconstituted every year for active functioning.
- All the staff members are given opportunity to exercise his option for functioning in the academic and administrative bodies and the annual reconstitution is done on the basis of this option.
- The management has taken the initiative to implement academic audit in all its institutions through periodic feed backs from institution heads.

***Criterion VII : Innovative Practices***

**7.1 Internal Quality Assurance System**

**7.1.1 What mechanisms have been developed by the institution for quality assurance within the existing academic and administrative systems?**

Quality assessment of an educational institution requires the evaluation of a number of parameters such as the quality of the students it produce, quality of services it provides, quality and quantum of the academic and intellectual output of the faculty and the contribution of the institution to the society. Student quality is to be measured not in

terms of the marks secured by the students in the University examinations alone but by a scale which has in it unit that measure the student as a holistic individual. Quality education should not only make the individual capable of earning his daily bread but also should provide him qualities and skills which make him useful to the society and to the nation as a whole. The quality of education imparted by an institution depends upon many factors. Competency and availability of teachers, infrastructure, nature of programmes and learning environment in the institution are important among them. The faculty should have adequate opportunity to develop their skills and the institution should provide them a good working environment. The institution should develop programmes to set up a strong bond with the society. We achieve our objectives through the following resources.

- 1) Qualified and dedicated faculty
- 2) Adequate infrastructure and resources
- 3) Effective co-curricular programmes
- 4) Promotion of extra curricular activities
- 5) Programmes based on human values.
- 6) Schemes for faculty development
- 7) Result oriented extension programmes
- 8) Comprehensive planning and review

7.1.2 What are the functions carried out by the above mechanisms in the quality enhancement of the institution?

### **Teachers**

Teachers hold the prime role in deciding the quality of education imparted. Teachers should be qualified, experienced and committed. We are happy to note that all of our teachers have the above qualifications. Eighty percent of the faculty is having

research qualifications and 50% are involved in active research. Twenty three teachers are research guides of the University of Kerala and 21 projects are operated at present. Most of the teachers other than few guest lecturers and recently appointed teachers have experience above 20 years. The institution is giving active support for the career advancement of teachers. Almost all the teaching posts are filled with permanent staff. The few other posts are due to filling up of FIP vacancies by guest lectures and due to long leave of a faculty member.

### **Infrastructure**

The infrastructure is being regularly tuned to accommodate the growing needs of modern education. The funds secured through CPE, FIST, UGC schemes and various projects were instrumental in this process. The recent innovations in infrastructure are listed.

- Digital class rooms
- LAN and Wi-Fi
- Computer labs
- Centralized instrumental facility
- Language lab
- New stadium
- Facilities for differentially abled.
- New instruments for laboratories
- Library services
- Toilet, canteen, stationary and recreational facilities.

## **Programmes**

Our programmes may be grouped under four headings, curricular, co-curricular, extra-curricular and programmes based on human values.

### **Curricular programmes**

We plan our academic activities such that all portions in the syllabus are completed well in advance. The distinctive feature is the existence of advanced planning and the presence of a body to monitor the progress. Academic committee is the body entrusted with the charge of academic planning. Even before the commencement of classes we make a complete plan of the activities of the year in the form of an academic calendar. The calendar incorporates all the days in which normal working are possible, the dates of examinations and the dates on which extra-curricular activities are to be conducted. All the Departments are asked to draw up their calendar on its basis. The department calendar also lists the percentage of portions that are to be completed in each term. The academic calendar has also provision for review meetings. The review meetings make quantitative estimates of the progress of academic activities and make adjustments in the calendar to rectify shortfalls if any. This arrangement ensures the completion of the academic programmes well in advance of the University examinations.

An intensive teaching programme can yield result only if it is accompanied by committed learning. This has to occur from the part of the student. It is our experience that students will indulge in systematic learning process only if they are presented with a target of appearing for an examination. This experience has induced us to conduct periodic examinations and make the students take these examinations seriously. We are

conducting three examinations per year in addition to the monthly tests. The results of the examinations are communicated to the parents through progress cards.

### **Remedial teaching**

Remedial teaching is an important technique we are using to support the below average students. We identify the target students after our first examination which is conducted during the month of August. The students who score below the average are grouped together and remedial teaching is arranged for their benefit. We have two programmes for this. One is peer teaching. The portions completed are divided into small sections. The sections are divided among the bright students of the class and they are directed to engage the class in the presence of the teachers. This type of peer teaching is appreciated by all students. We have observed that the performance of the below average students are getting improved by this exercise.

In addition to this remedial classes are arranged for below average students using outside faculty. These classes are conducted outside normal teaching hours or on holidays.

### **Co-curricular activities**

Academic performance alone is not sufficient for the students to succeed in the highly competitive world of today. Extra skills play a decisive role in present day placements carried out through tests and interviews. For improving the skill and efficiency of our students we have three programmes for our students.

- (1) Computer literacy programme
- (2) Add on courses
- (3) Training for competitive examinations

The college has acquired 100% computer literacy through our computer education programmes and successful students are given certificates. Retail marketing management is an Add On course of the UGC and is offered at three levels, degree, diploma and advanced diploma. Homestead farming and self-help groups is an innovative multi-disciplinary add on course jointly organized by the departments of Botany, Zoology and Economics. Training for competitive examination is a venture of the career guidance cell and is offered free to all students. It is having components of training in communicative English, imparting skills of clerical ability and numerical skills, improvement of general knowledge and training for participating in group discussions and interviews. We also impart coaching for UGC-CSIR NET for our students. We have observed that the confidence level of our students is receiving a big boost through these programmes.

#### **Extra –curricular activities**

We have a number of clubs functioning in the college which are instrumental in nourishing the extra-curricular talents of the students. Nature club, Film Club, Forestry Club, Music Club, College Theatre, Science Club, Quiz Club, Debate Club etc. are some of these bodies. One afternoon of every month is set apart for the organization of cultural events. Competitions are arranged in Department basis and successful students are given prizes by the college. The cultural activities are coordinated by the Arts Club and the sports events by the sports council. The cultural competitions are arranged on house basis. The students are divided into four groups viz. Pazhassi, Velu Thampi, Jhansi and Shivaji houses. Department wise competitions are arranged for sports and games. College presents teams for competitions organized by University and other bodies based upon their performance in these events.



### **Programmes based on human values**

The Women's study Cell, Gandhi Study Centre and the Mental Health Club usually organize programmes meant for the inculcation of human values in students. The classes for the newly admitted students start with a programme on parent and student counselling followed by sessions on human values. The mental health club also occasionally arranges programmes with similar ambience.

#### **7.1.3 What role is played by students in assuring quality of education imparted by the institution?**

The role of students is very crucial in ensuring the effectiveness of the quality enhancement efforts. The positive contribution of the students manifest through the following activities.

- A disciplined campus with minimum interruption to teaching due to student problems is the high light of the college.

The institution can boast of an intoxicant free and smoke free campus due to the cooperation of students. Very few days are lost due to strikes and occasional strikes happen only if there is state wide or national protest. Even on those days the first hour classes are engaged and special classes and internal examinations planned earlier take place uninterrupted.

- Total cooperation with the policies and programmes.

The college union which is the official representative body of the students cooperates with the authorities in organizing the different programmes. Issues and plans are discussed in open forums of the teachers and students in the presence of the Principal and an atmosphere of reciprocal trust contribute in ensuring the effectiveness of the programmes.

- Feed Backs

Feed back collection is an important means for ensuring quality parameters. Students take care to enlist their true opinion during the feed back sessions. The Parent, Teacher, Student meetings also help a lot in keeping up the quality standards through the associated components of feedbacks and discussions. The role played by the students during these occasions is significant.

7.1.4 What initiatives have been taken up by the institution to promote best practices in the institution? How does the institution ensure that the Best Practices have been internalized?

The institution has a democratic practice in all decision making processes and this ensure the incorporation and institutionalization of best practices. IQAC and College Council have got very important roles in this area. The college works on the basis of an annual academic plan developed by the academic committee, which receives suggestions from the IQAC and college council. The academic calendar based on the annual plan incorporates elements in schedule that ensure the observation of best practices and their timely modification which emanate through the discussions that take place in the periodic meetings of these two bodies. The periodic review, which is also one of the best practices that we follow help us in redefining our goals and targets in a time bound scale.

7.1.5 In which way has the institution added value to the quality enhancement of students?

The institution takes extra care to see that its students get embalmed with its legacy. The inception of the institution was an important milestone in the social transformation of the state of Kerala. The foundation stone of the college building was laid by Sir.C.Rajagopalachari, and it was inaugurated by none other than Pandit Jawaharlal Nehru, the first Prime Minister of India in the presence of Shri. E.M.S.

Namboothiripad, the first Chief minister of Kerala ,Smt.Indira Gandhi and Shri Mannathu Padmanabhan. It is a matter of high prestige for any student to be recognized as a product of M G College and we have our programmes to see that the student is worthy of receiving the same. Academic scenario is at its best with each student receiving personalized attention and also the best opportunities to nurture his/her inborn talents. Infrastructure is at its best and the regular contact with researchers and research linked programmes provide the best incentive for any academic perfectionist. The counselling programmes and the programmes based on human values, the opportunities provided by add on courses, certificate courses and extracurricular activities complete the transformation of an average student to a holistic individual.

## **7.2 Inclusive practices**

7.2.1 What practices have been taken up by the institution to provide access to students from the following sections of the society:

- a) Socially-backward
- b) Economically-weaker and
- c) Differently-abled

The N S S group of institutions was conceived with the objective of using education as a tool for uplifting the economically and socially deprived sections of the society. True to this objective we give high priority for admitting these two groups and also we have several programmes to support them throughout their college life. Twenty percent of the total seats are reserved for weaker sections of the society. If sufficient number of candidates is not available, fresh applications are invited from the category

concerned. The Government is also highly supportive to the socially backward students and they are given full fee concession and other incentives throughout their study period.

The management gives special attention for admitting economically weaker students. Ten percentage of seats reserved for management is usually filled by economically backward students. The socially backward and economically weaker students have total fee concession and the institution take special care to see that no overhead collections like donation to PTA are imposed on these students. Scholarships and financial aids are provided to these students for completing their education. Last year 5.2 lakh rupees were distributed as scholarship to these two groups by UGC and PTA.

One seat in each class is reserved for differentially abled students. If more applicants are contesting for that seat and if all are eligible more such students are admitted with the permission of the University. Last year the institution spent Rs 1.35 lakhs for providing amenities to the differentially abled and a further amount of Rs 1.5 lakhs for providing them with special teaching aids.

7.2.1 What efforts have been made by the institution to recruit 1) Staff from the disadvantaged communities? Specify?

- a) Teaching
- b) Non-teaching

M G College is one among the 14 arts and Science Colleges managed by the Nair service Society. Appointment of staff is done centrally by the management and college has no role except reporting the vacancies. The appointments are in accordance with an agreement existing between the Government and management. The agreement has

provision for ensuring the reservation of some posts for applicants from disadvantaged communities and this is observed in the centralized selection process.

7.2.2 What special efforts are made to achieve gender balance amongst students and staff?

The number of girl students and women staff exceed men and so no special efforts are needed for establishing a gender balance.

7.2.3 Has the institution done a gender audit and/or any gender-related sensitizing courses for the staff/ students? Give details.

The institution has not done any such exercise as it is irrelevant in the context of the institution. The gender ratio among the students as well as teaching staff is highly in favour of women. However as far as the non-teaching staff is concerned, there is a shift of ratio in favour of men. This is not due to any discrimination but due to the fact that only few women come forward for taking up that post.

7.2.4 What intervention strategies have been adopted by the institution to promote the overall development of students from rural/ tribal backgrounds?

Even though the college is located in an urban area, majority of the students hail from rural backgrounds. The main limitations of these students are their economic backwardness, poor communicative skills and lack of self confidence. We have a number of programmes to help the students overcome these limitations. Our general financial policy is that economic burden on the students should be at its minimum. A large number of schemes funded by UGC, Government, Management and PTA are implemented to help the economically backward students. Our confidence building process operate through three programmes,

1 Student and parental counseling

- 2 Communicative English programme
- 3 Computer literacy programme
- 4 Financial aid

The counseling programme starts on the first day of the course itself. Parents and students are assembled and each group is separately addressed by expert counselors and teachers. This is found to be a good confidence and rapport building activity. The continuing activities are taken up by the Mental Health Club. A programme in communicative English offered free to all students. The 100% computer literacy programme is contributing a lot in increasing the confidence level of the students. All the students get the opportunity for group activity since we have made it a principle that all students must be a member of at least one club. This also we find is a good confidence building activity.

7.2.5 Does the institution have a mechanism to record the incremental academic growth of the students admitted from the disadvantaged sections?

The institution has a well established tutorial system through which we are monitoring the progress of each and every student. The class tutor has complete record of all students in the class which is regularly updated for attendance and performance in internal examinations. These details are discussed during tutorial sessions and presented during the PTS meetings. The students who require additional help are directed to attend the remedial classes. The students from disadvantaged sections are given special attention and care and their progress is closely monitored.

7.2.6 What initiatives have been taken by the institution to promote social-justice and good citizenship amongst its students and staff? How have such initiatives reached out to the community?

The institution has a tradition of good citizenship and love for ones motherland which has its origin from our freedom fighters like Pandit Jawaharlal Nehru who inaugurated the institution. Ever since its beginning the institution starts its day with a salute to our nation through the National Anthem. The National Service Scheme and the NCC along with the different clubs spread the message of love of all Indian brothers and sisters. The Santhwanam is an organization for community service developed by the staff and students and actively engages in bringing help to the needy. The blood donation forum is very active and the nearby hospitals make good use of their services for saving human lives.

### **7.3 Stakeholder relationships**

7.3.1 How does the institution involve all its stakeholders in planning, implementation and evaluation of the academic programmes?

Management, college community, students, parents and representatives from society are involved in the planning and evaluation of programmes. The meeting of the management with the Principals of all colleges during the beginning of the academic year reviews the last year's performance of all colleges, identifies the good practices and list out the weaknesses. The decisions reached in this meeting provide the general guidelines for the current years functioning. These are discussed at the IQAC meeting and the meeting of the college council. The IQAC which has representation from society also in brainstorming sessions develop the guidelines for the academic planning. These are

further discussed in the college council and the conclusions are conveyed to the academic committee which draws up the academic plan for the year. The feedbacks received from students and parents during the previous year are given due consideration in the meetings of the IQAC and college council. The academic plan is a comprehensive programme that list out all the academic, co-curricular, extracurricular and extension programmes in a time scale.

7.3.2 How does the institution develop new programmes to create an overall climate conducive to learning?

Effective teaching and fruitful learning is the goal of all academic activities. All activities in the academic institutions should be directed towards perfecting these objectives. The planning of the programmes for supplementing and supporting the teaching learning process occurs at the IQAC and college council. The academic committee has also a very important role here. The review meetings of the committee help in the evaluation of the activities and development of new programmes.

7.3.3 What are the key factors that attract students and stakeholders, to the institution and result in stakeholder satisfaction?

Highly qualified and dedicated faculty, systematic completion of academic programmes, timely examinations and communication of results, PTS meetings which facilitate direct interaction between teachers, parents and students, ample opportunities for the nourishment of extracurricular talents, remedial teaching programme for below average students, add-on and certificate courses which provide opportunities for above average students, career guidance and placement services etc are some of the factors that attract students to the institution.



7.3.4 How does the institution elicit the cooperation from all stakeholders to ensure overall development of the students, considering the curricular and co-curricular activities, research, community orientation and the personal/ spiritual development of the students?

#### **PTS and PTA meetings**

Parent, teacher, student meetings and PTA meetings provide the institution very good opportunity to collect the impressions of the parents and students about the programmes and policies of the institution. PTS meetings are held for each classes two to three times an year. This has the dual purpose of discussing the progress of the student with the parent and also of collecting the feedback on the institution.

#### **IQAC**

IQAC is the principal body where new ideas have their origin. IQAC has representation from the society and the meetings provide very good opportunity to incorporate the views of the society in the formulation of programmes and policies of the institution.

#### **Alumni**

The alumni of the institution have representation of all strata of the society. The institution is very keen on collecting the feed back from the alumni for planning the programmes of the institution. The institution frequently gets the help of alumni in the capacity of resource persons for organizing seminars and discussions.

#### **Extension programmes**

Extension activities bring the college community with direct interaction with the society. Many creative ideas develop from these interactions.

7.3.5 How do you anticipate public concerns in your current and future programme offerings and operations?

Feedback received from parents and alumni is the important source of information in this direction. We give high priority to these feedbacks and take good effort for their accommodation.

7.3.6 How does the institution promote social responsibilities and citizenship roles among the students? Does it have any exclusive programme for the same?

A good number of students are members of NSS and NCC and these bodies have concrete programmes in this direction. Apart from this the women's study unit and mental health club organize several programmes for inculcating ideas of citizenship and social responsibility in students.

7.3.7 What are the institutional efforts to bring in community-orientation in its activities?

NSS, Extension, NCC

The institution has an association of students and teachers called 'Santhwanam' which is exclusively dedicated to the hosting of service activities outside the college. The three units of National Service Scheme contribute a good share of the community – oriented activities organized. In addition to this NCC is also regularly taking up many community oriented service activities. These three organizations together cover about 50% of our student population. The institution gives full support to these bodies for organizing the activities. In order to involve the remaining students also on community development programmes we have taken up a new programme this year. Each of the Departments is requested to include one extension programme in the annual plan of the Department. The students who are not members of NSS, NCC or Santhwanam will be given preference in the organization of the programmes. The activities related to this have made good progress and the students are also found to exhibit good enthusiasm in the programme.

7.3.8 How does your institution actively support and strengthen the neighborhood communities?

How do you identify community needs and determine areas of emphasis for organizational involvement and support?

The neighborhood community expects two contributions from the college.

- Provide quality education in compromise with the economic backwardness
- Provide material and physical help in times of need.

Policy of the institution of minimum financial burden on the students is due to its full realization of this social demand. We conduct the add- on courses, training programs and remedial teaching etc. without charging any fees with this in mind. The students fully cooperate with the institution in providing material and physical help to the needy through its extension mechanisms such as Santhwanam. Blood donation, cleaning programmes and free food to patients of medical college are activities through which students express their commitment.

#### 7.3.8 How do the faculty and students contribute in these activities?

The faculty gives full support to these policies and does everything in their disposal to see that the surrounding community is benefited. The teachers of the institution collect no remuneration for their service in training programmes and remedial teaching. They actively cooperate with the students for the organization of extension programmes. The students also participate in these activities wholeheartedly.

#### 7.3.9 Describe how your institution determines student satisfaction, relative to academic benchmarks? Do you update the approach in view of the current and future educational needs and challenges?

The feedback from outgoing student and alumni is an important instrument for relating academic benchmarks and student satisfaction. Another is the result analysis which we do at many levels and examination of the placement data of the outgoing students. Incorporation of increased IT component in teaching, Computer literacy programme and high thrust given to remedial teaching are the results of this analysis.

#### 7.3.10 How do you build relationships?

- to attract and retain students
- to enhance students performance and
- to meet their expectations of learning

Our outgoing students are our best ambassadors. The brothers and sisters of our former students and their close relatives and friends are found to prefer our institution to others. This is due to the good memories and the sense of responsibility and feeling of self confidence we have been able to impart in our students. We have recently started publishing details in our website so that more students are attracted to our institution .Once the students are admitted we take special attention to see that the needs of the students are well attended to. The student himself gets a feeling of belongingness and self respect.

We have a number of programmes meant for enhancing the student performance. The first step in this direction is the meeting with the group tutor or faculty adviser who is responsible for monitoring student progress. This information helps us to assist the student better in his studies. All the students are given the opportunity to join the co-curricular and extra-curricular programmes. They are inducted to the computer training and soft-skill development programmes in a routine way. The attendance and performance of the student in examinations are followed minutely with a view to provide him a helping hand. Students who require extra help are identified and taken through the programme of remedial teaching. The peer teaching method employed for this purpose increases the morale of the bright students to a good extent. The periodic examinations, the systematic valuation and publication of mark lists, the programmed PTS meetings and the correct follow-up actions of the class tutor keep the students to a track leading to the successful completion of the course.

All students are encouraged to attend the computer training programme and the career development classes .Communicative English, tests of reasoning, numerical ability and general knowledge are the areas covered under the latter. Many programmes for the soft skill development are organized by the college. It is made mandatory for all students to be

the member of at least one club. NSS, NCC and extension activities organized by departments give the students ample social exposure. These co-curricular and extracurricular programmes aim at the holistic development of the individual which is a main component of our vision.

7.3.11 What is your complaint management process? How do you ensure that these complaints are resolved promptly and effectively? How are complaints aggregated and analyzed for use in the improvement of the organization, and for better stakeholder-relationship and satisfaction?

The first effort in the complaint management process is by programming the administration in such a way that there is little scope for rising complaints. This is done by involving the stakeholders in the decision making process wherever possible. Any change or introduction of new rules is discussed in a meeting of the stakeholders. The situation that necessitated a change is conveyed and opinion regarding the solution is invited. Generally it is observed that the rule itself is the solution of the situation and that receives general acceptance. Even if there is difference of opinion general acceptance of the principle prevents the dissenters from presenting grievances in that particular matter.

The Principle is always available to entertain the grievance of the staff, students, parents or general public and offer possible redressals. Any matter which cannot be solved by the Principal is referred to the college council which functions as the redressal committee. However such a situation rarely occurs in the history of the college.

Grievances regarding internal assessments are also processed at three levels. The student can first approach the teacher concerned and then approach the Department level grievance redressal committee. If the student is still not satisfied he can approach the Principal who will refer the matter to the college council which functions as the college level grievance redressal committee.

**1. How are the Core Values of NAAC reflected in the various functions of the institution?**

Our programmes are designed in such a way that the students develop into holistic individuals useful to the society and assets to the nation. Strong feeling of patriotism and love for the institution and society are the hallmarks of our students. Every day starts with a salute to our nation through the recitation of National Anthem. All special programmes start with prayer and ends with recitation of national Anthem.

We take extra effort to ensure that our students acquire all the necessary skills to succeed in the present globalised society. Lack of necessary skill for English communication is a serious drawback of all our students. We have special programmes in communicative English for helping those students. A language lab is set up for effective transaction of this programme. The compulsory computer training programme and the opportunity given to all students for internet usage are the effort from our side to foster global competencies in students.

Any education which does not involve the transaction of human values to students is not useful to society. We want our students to grow up as perfect humans with a caring mind and loving disposition. Students are sensitized of the problems of poverty, destituteness and inequality existing in the society through our programmes associated with extension and we encourage the students to extend a helping hand to the needy and poor. The activities of Santhwanam and Mental Health club along with the extension activities of NSS and NCC greatly contribute in this direction.

There is much technological advancement in all spheres of human activity at present. However the educational systems have not changed much. We want to be the forerunners of change in this sphere. We have brought all the modern IT tools to the class rooms. Thirteen class rooms are provided with internet connection and multimedia projection facility. The campus is made Wi-Fi and all the students are encouraged to use

internet and LAN as a part of the regular teaching itself. Online examinations, encouraging students to present seminars through power point, smart class and multi media lab are some of the innovations we have already incorporated. Many costly instruments are acquired by all the science departments for promoting research which we think will surely contribute to motivate our students to attain the higher benchmarks we reset for our students annually.

## **Overall Analysis**

### **Suggestion of the previous NAAC team**

**The overall engagement of the staff in research activity is forty percent. This may be encouraged horizontally.**

The involvement of the staff in research has increased tremendously in the post accreditation period. About 70% of the faculty is active in research now. We have 22 research guides and 68 research students. Dept. of Chemistry and department of Hindi also got recognition as approved research centers of the University. The institution has completed 36 projects so far and there are 22 ongoing projects. Fifty six faculty members have brought out their publications.

**On going research projects under UGC and other bodies is at twelve percent only. Efforts may be made to encourage teachers to submit proposals for Major and Minor Research Projects to UGC,DST and other funding agencies.**

The institution has entertained 56 projects so far involving 60% of the present faculty. There is much diversification in the research funding also. KSCSTE, DST and MOEF are also funding the projects. The institution has been recognized as a College with potential for excellence by the UGC. Three FIST programmes are awarded to the institution, one for the Department of Chemistry, another for the Department of Physics and a third for the whole college with special thrust to the life science departments.

**Table 7.1:-Details of completed and ongoing research projects in the institution**

|       | Numbers | Ongoing | Completed | Total outlay<br>(in Lakhs) | Outlay of ongoing |
|-------|---------|---------|-----------|----------------------------|-------------------|
| Major | 15      | 6       | 9         | 130                        | 60.26             |
| Minor | 44      | 16      | 28        | 20                         | 27.9              |
| Total | 59      | 22      | 37        | 150                        | 88.16             |

**Table 7.2:- Funds received for the improvement of research and postgraduate education**

| Sr No | Programme | Department    | Agency | Amount     | Status               |
|-------|-----------|---------------|--------|------------|----------------------|
| 1     | CPE       | College       | UGC    | 100 lakhs  | 50 lakhs received    |
| 2     | FIST      | Chemistry     | DST    | 23.5 lakhs | 15.15 lakhs received |
| 3     | FIST      | Physics       | DST    | 32 lakhs   | 23 lakhs received    |
| 4     | FIST      | Whole college | DST    | 70 lakhs   | Funds not released   |

**Table 7.3:-Agency wise tabulation of research funds received**

| Sr No | Agency | Funds received |
|-------|--------|----------------|
| 1     | UGC    | 68.5           |
| 2     | KSCSTE | 52             |
| 3     | DST    | 38.15          |
| 4     | MOEF   | 23.5           |

**Teachers with research publications are twenty four percent only. More teachers may try to find avenues for publication of research papers, articles, and creative literature.**

Teachers with research publications are nearing 60%. Now we have publications from 59 faculty members and the total number of publications has crossed 300. Thirty-eight books have been published by the faculty and the number has been highest with the



Department of Malayalam. In addition to this fifty three papers have been presented by the faculty in different seminars. More than 400 popular articles of the faculty of the Departments of Malayalam, Hindi, Psychology, Chemistry, Physics and Commerce have appeared in newspapers. Twelve of the faculty members are active in visual media and radio.

Table 7.4 :- faculty active in visual media

| SI No | Name of faculty        | Department | Media              |
|-------|------------------------|------------|--------------------|
| 1     | S Sreekumar            | English    | Television         |
| 2     | Dr N Ajithkumar        | Malayalam  | Television         |
| 3     | Dr K Jyothish Kumar    | Malayalam  | Television & Radio |
| 4     | Dr Mridula Nair        | Psychology | Television         |
| 6     | Dr N Adithi            | Psychology | Television         |
| 7     | Dr V P Vanajakumari    | Psychology | Television         |
| 8     | Dr M R Sudarsana Kumar | Chemistry  | Radio              |
| 9     | Dr.M.Jayasree          | Botany     | Radio              |
| 10    | Dr.K.C.Ajith Prasad    | Physics    | Radio              |
| 11    | Dr.V.M.Anand Kumar     | Physics    | Radio              |
| 12    | Dr.S.R.Jayasree        | Hindi      | Radio              |

**Departmental publications may be brought out in book/booklet forms.**

Department publications are now brought out as books. In addition to this all research publications of a department are compiled and brought out as a volume. The research committee is bringing out a compilation of all the research publications of the institution in an annual basis.

**Computer literacy may be made compulsory for all the students and staff.**

The IT club is conducting a basic course for computer usage which is open to the student and staff. All students are given membership in computer club and all are given the opportunity to use the internet from the computer lab.

**Teachers may be encouraged to attend seminars, symposia in other universities out of the state.**

Teachers are actively attending seminars in the capacity of resource persons as well as participant. An analysis of the data shows that our faculty has attended more than 500 seminars during the last five years. The participation of teachers in seminars outside the state has also shown an increase in the last five years.

# **EVALUATIVE REPORT OF DEPARTMENTS**

# 1 DEPARTMENT OF MATHEMATICS

## 1. Faculty Profile

There are 9 teaching posts in the Department – 8 for Mathematics and 1 for Statistics. At present 6 posts are filled by regular teaching staff. Two teachers are on deputation under FDP programme of UGC to do Ph.D. and one teacher is on leave. These positions are filled with guest lecturers.

All teachers in the department are actively involved in research in various fields of Mathematics and Statistics and have many national and international publications for them.

Many of the teachers are resource persons in other institutions like Institute of Distance Education, University of Kerala; Civil Service Academy, Government of Kerala; State Institute for Educational Management and Training (SIEMAT), Kerala; Indira Gandhi Open University (IGNOU) etc.

### List of Faculty

| No. | Name               | Qualifications | Designation               | Experience | Specialization                     |
|-----|--------------------|----------------|---------------------------|------------|------------------------------------|
| 1   | Smt. V S Jayasri   | Msc, B.Ed      | HoD                       | 30         | Analysis                           |
| 2   | Dr K Karunakaran   | PhD            | Associate Professor       | 29         | Graph Theory, Discrete Mathematics |
| 3   | Dr C Sunil Kumar   | PhD            | (On Leave)                | 25         | Graph Theory                       |
| 4   | Smt. Sriprabha     | MPhil          | Associate Professor(FIP)  | 17         | Graph Theory, Analysis             |
| 5   | M R Harikrishnan   | MPhil          | Associate Professor (FIP) | 15         | Graph Theory                       |
| 6   | Dr K Radhakrishnan | PhD, NET       | Assistant Professor       | 14         | Non-linear Dynamics, Chaos Theory  |
| 7   | Dr C Geetha        | MPhil, PhD     | Assistant Professor       | 14         | Fuzzy Graph Theory                 |
| 8   | Dr K Vineetha      | PhD            | Assistant Professor       | 11         | Statistics, Operations Research    |
| 9   | Divya V            | MPhil, NET     | Assistant Professor       | 1          | Analysis                           |

## 2. Student Profile

Department offers two courses, UG Program containing six semesters and PG program containing four semesters. Admission for these programs is strictly based on University and

Government norms. Some of the seats are reserved for SC/ST students, socially and economically backward students, physically handicapped students, sports students etc. UG admission is conducted by the college itself. A large numbers of applications are received for degree program from the neighboring places and applicants are shortlisted based on the above norms. PG admission is processed by University of Kerala.

Details of number of applications received for last year is listed below:

#### **Courses to which admitted**

| <b>SI No</b> | <b>Course</b>                                  | <b>Qualification</b>        | <b>No.of Applicants</b>  | <b>No. admitted</b> |
|--------------|--|-----------------------------|--------------------------|---------------------|
| 1            | 3 Year Degree (BSc Mathematics)                | Pass in +2                  | 1700                     | 49                  |
| 2            | 2 Year Post graduate Degree (MSc, Mathematics) | Degree in B.Sc. Mathematics | (Admitted by University) | 20                  |

Details of number of students in each category in different classes are listed below:

#### **Student details**

| <b>Sl. No</b> | <b>Course</b> | <b>No of students</b> | <b>Boys</b> | <b>Girls</b> | <b>SC/ST</b> | <b>Financially Backward</b> |
|---------------|---------------|-----------------------|-------------|--------------|--------------|-----------------------------|
| 1             | I BSc main)   | 49                    | 18          | 31           | 01           | 10                          |
| 2             | II BSc(main)  | 41                    | 20          | 21           | Nil          | 09                          |
| 3             | III BSc(main) | 31                    | 13          | 18           | Nil          | 06                          |
| 4             | I PG          | 20                    | 3           | 17           | Nil          | 4                           |
| 5             | II PG         | 18                    | 1           | 17           | Nil          | 4                           |
| 6             | I Sub         | 130                   | 53          | 77           |              | 25                          |
| 7             | II Sub        | 118                   | 51          | 67           |              | 24                          |

### **3. Changes made in the courses during the past five years and the contribution of the faculty to those changes**

The UG course has been completely revamped last year. The University has now adopted the Choice Based Credit and Semester System. The syllabus now incorporates latest topics in Mathematics, Statistics and Computer Science. The evaluation process has also

changed. Both the continuous evaluation process by the teachers and the examination valuation are changed in tune with the new grading system. All the members of the department were actively involved in various stages of changing syllabus like framing the syllabus, preparing model questions etc. by the University.

PG syllabus is also modified during the past five years. Some of the teachers of the department are members in the syllabus revision committee of the University.

#### **4. Trends in the success and dropout rates of students during the past two years**

##### **UG Program**

| Year | Appeared |    | First class |    | Second class |     | Third class |     | Percentage |      |
|------|----------|----|-------------|----|--------------|-----|-------------|-----|------------|------|
|      | UG       | PG | UG          | PG | UG           | PG  | UG          | PG  | UG         | PG   |
| 2009 | 42       | 15 | 32          | 12 | 14           | Nil | 2           | Nil | 95.3       | 80   |
| 2010 | 46       | 11 | 28          | 9  | 15           | Nil | 5           | Nil | 100        | 81.8 |

#### **5. Learning resources of the department**

In addition to the college general library, the department has a department library with more than 2400 books in various branches of Mathematics, Statistics and Computer Science. Latest editions of books are available in the library. More than ten national and international journals are subscribed in the department library.

Annual newsletter is published by the department by including the articles of students of the department.

A well-equipped computer lab with 18 computers is also available for the Department in addition to the general computer lab.

#### **6. Modern teaching methods practiced**

Latest teaching methods are practiced in the class rooms. Teachers are using different methods for teaching such as usual lecture method, power point presentations, seminars, assignments, discussions etc.

#### **7. Participation of teachers in academic and personal counseling of students**

An effective tutorial system is practiced in the department. Each member of the department has charge of a limited number of students. The teachers regularly conduct tutorial meetings of these students and involve in the personal and academic problems of the students. The teacher keeps regular contact with the parents of these students and informs them the

problems of the students if any. Department meetings are conducted regularly to monitor the tutorial system. Periodic Parent- Teacher-Student meetings are conducted for every class to discuss the problems of the students generally and personally.

Remedial teaching is practiced in the department. Remedial teaching is arranged for weaker students of the department on holidays on their request.

Free coaching for SET, NET and different competition examinations are arranged for PG students, under the auspices of Ramanuja Vedi, an organization of teachers and students. UG and PG toppers are encouraged by providing them with cash awards by the department.

### **8. Details of faculty development programs and teachers who have been benefited during the past five years**

Teachers of the department are allowed to attend higher courses under Faculty Improvement Program. Two of the teachers Smt. Sriprabha and Mr. M. R. Harikrishnan of the department are presently doing Ph.D. program under FDP scheme. Two teachers Dr. K. Karunakaran and Dr. C. Sunil Kumar have been awarded PhD under FIP scheme during this period. Dr. C. Sunilkumar is presently working at Canada as a Research Associate.

### **9. Participation/contribution of teachers to the academic activities**

All the teachers of the department are participating in different research and academic activities of the College and University. Teachers are members of different academic committees of the College. Teachers are actively involved in various processes of internal and external examinations like conducting examinations, evaluation of examinations, preparing questions for examinations etc.

| <b>Faculty</b>        | <b>Name of organization</b>                              | <b>Type of membership</b> | <b>Years</b> |
|-----------------------|--|---------------------------|--------------|
| Smt. V. S. Jayasri    | MSc Board of Exams<br>Kerala Mathematical<br>Association | Chairman<br>Member        | 1            |
| Dr K Karunakaran      | Faculty of Science<br>Kerala Mathematical<br>Association | Member<br>Member          | 3            |
|                       | MSc Board of Exams                                       | Chairman                  | 1            |
|                       | BSc Board of Exams                                       | Chairman                  | 1            |
| Dr K<br>Radhakrishnan | Kerala Mathematical<br>Association                       | Member                    | Life Member  |
| Dr. K. Vineetha       | Kerala Statistical<br>Association                        | Member                    | Life Member  |
| Dr. C. Geetha         | Kerala Mathematical<br>Association                       | Memebr                    |              |

#### **10. Collaboration with other departments / institutions at the state, National and International levels and their outcome during the past five years**

The members of the department are actively involved in research in collaboration with other state, national and international institutions. As a result of these collaborations, a large number of research papers are published in national and international reputed journals. Some of the publications are listed in Item No. 1. Some of the institutions in collaboration with the Department are listed below:

- 1) Department of Mathematics, University of Kerala
- 2) Regional Research Laboratory, CSIR, Thiruvananthapuram
- 3) Department of Futures Studies, University of Kerala.
- 4) Department of Statistics, Calicut University.
- 5) Indian Institute of Space Science and Technology, Trivandrum.
- 6) Government Polytechnic College, Attingal, Kerala.
- 7) St. John's College, Anchal, Kerala.
- 8) College of Engineering, Trivandrum.
- 9) N.S.S. College, Nilamel.
- 10) Department of Physics, Pohang University of Science and Technology,  
Pohang , Republic of Korea
- 11) CSIR Centre for Mathematical Modeling and Computer Simulation, Bangalore.
- 12) Rajagiri College of Engineering, Ernakulam.
- 13) Department of Mathematics, CUSAT.
- 14) Scot Christian College, Nagarcoil.

#### **11. Priority areas of research and details of the ongoing projects, important and noteworthy publications of the faculty during past five years**

Members of the Department are actively involved in research in various fields of Pure and Applied Mathematics and Statistics. Some of the fields are Graph Theory, Fuzzy Graphs, Analysis, Non-linear Dynamics, Chaos, Fractals, Chaotic Functionals, Hilbert Spaces, Stochastic Process, Operations Research etc.



**Details of ongoing projects:**

| Sl. No. | Principal Investigator | Topic of the project | Amount   | Funding Agency |
|---------|------------------------|----------------------|----------|----------------|
| 1.      | Dr. K. Radhakrishnan   | Non-linear Dynamics  | 1,60,000 | UGC            |

**12. Placement record of the past students and the contribution of the department to aid student placement**

A large number of UG and PG students of this department are placed in various Government and Aided Colleges, University Departments, Central and State Government Offices, Nationalized and Private Banks, IT Companies and different private and public institutions.

In addition to the College Career Guidance Cell and Placement Cell, the department teachers also provide free coaching to various competitive examinations to the students of the Department.

**13. Plan of action of the department for the next five years**

The Department has a clear vision and plan for the activities for the next five years. The department is planning to equip the faculty and facilities of the department to train the students academically and socially in order to make them suitable for the coming competitive society. Some of the activities planned by the Department are as follows:

1. To upgrade the status of the Department as a Research Department.
2. To construct a Smart Class Room to provide latest teaching methods to the students.
3. Modernize the Computer Lab by providing more computers and NET facilities.
4. To strengthen remedial coaching to the weaker students of the department.
5. To strengthen the present tutorial system.
6. To arrange National and Regional Seminars every year.
7. To strengthen the activities of the Ramanuja Mathematical Society.
8. To provide coaching to Communicative English to the students.
9. To make more collaboration with neighbouring scientific and educational institutions.

10. To publish Departmental Newsletter and Department Journal every year.
11. To arrange Mathematical Exhibition every year.
12. To strengthen the activities of the Departmental Alumni Association.
13. To arrange Orientation Programs on the new topics in the syllabus to the teachers.
14. To provide coaching to old students of the college on different competitive examinations.

## 2. POST GRADUATE DEPARTMENT OF PHYSICS & RESEARCH CENTRE

Department of Physics is one of the oldest departments in the institution with its history starting from 1948. Degree course started in 1948 and PG course during 1964. The department became a research centre of the University of Kerala during 1984. The strong research potential of the Department fetched it the award of DST grant of Rs 32 lakhs in 2009.

### 1. Faculty profile - adequacy and competency of faculty

The Department has 10 members faculty. All the teachers have research degrees and three of them are the approved guides of the university.

| Sr No | Name               | Exp | Qual   | Pub | Projects | Guided |
|-------|--------------------|-----|--------|-----|----------|--------|
| 1     | Dr V Anupkumar     | 29  | Ph.D.  | 1   | 1m       |        |
| 2     | Dr K Rajendra babu | 24  | PhD    | 14  | 1M,1m    | 5      |
| 3     | R Mohanakrishnan   | 24  | MPhil  |     |          |        |
| 4     | K Nagappan Pillai  | 28  | M Phil |     |          |        |
| 5     | Dr S B Syamala     | 27  | PhD    | 8   | 2m       |        |
| 6     | Dr K C Ajithprasad | 24  | PhD    | 4   | 2M       | 2      |
| 7     | Dr.B. Sureshkumar  | 17  | PhD    | 6   |          |        |
| 8     | Dr V M Anandakumar | 15  | PhD    | 4   | 1m       |        |
| 9     | Dr R G Bindu       | 3   | PhD    | 7   | 1M       |        |
| 10    | S Jayasudha        | 5   | MSc    |     | 1        |        |

Exp\*= Experience in years, Qual=Highest qualification, Pub- No. of publications, Proj- No. of projects, M= Major Project. m = Minor project. Gui-No of research students.

**2. Student profile – entry level competencies, socioeconomic status, language proficiency etc.,**

Courses to which admitted

| <b>Sr No</b> | <b>Course</b> | <b>Qualification</b>                      | <b>No.of Applicants</b> | <b>No. of students</b> |
|--------------|---------------|---|-------------------------|------------------------|
| 1            | B Sc Physics  | Pass in +2                                | 1700                    | 48                     |
| 2            | MSc Physics   | Degree in BSc Physics                     | ( University)           | 13                     |
| 3            | PhD           | MSc + Pass in Entrance test of University |                         |                        |

Student details

| <b>Sr no</b> | <b>Course</b> | <b>No of students</b> | <b>Boys</b> | <b>Girls</b> | <b>SC/ST</b> | <b>Minority</b> | <b>Financially Backward</b> |
|--------------|---------------|-----------------------|-------------|--------------|--------------|-----------------|-----------------------------|
| 1            | IBSc(main)    | 54                    | 29          | 25           | 10           | 3               | 32                          |
| 2            | 11BSc(main)   | 47                    | 29          | 16           | 9            | 6               | 21                          |
| 3            | 111BSc(main)  | 44                    | 32          | 12           | 12           | 5               | 25                          |
| 4            | 1PG           | 14                    | 3           | 11           | 2            | Nil             | 9                           |
| 5            | 11PG          | 15                    | 3           | 12           | 3            | Nil             | 3                           |
| 6            | PhD           | 18                    | 7           | 11           | 3            | Nil             |                             |
| 7            | ISub          | 95                    | 32          | 63           | 26           | 14              | 62                          |
| 8            | 11 sub        | 85                    | 57          | 26           | 16           | 8               | 38                          |

Sub = subsidiary

**3. Changes made in the courses or programmes during the past two years and the contribution of the faculty to those changes**

University revises the syllabus once in three years. The curriculum and syllabus of the degree course was revised in 2010 consequent of the introduction of the semester system. R Mohanakrishnan is member of the faculty of science. University of Kerala

1. Trends in the success and dropout rates of students during the past two years

| Year | Appeared |    | First class |    | Second class |     | Third class |     | Percentage |       |
|------|----------|----|-------------|----|--------------|-----|-------------|-----|------------|-------|
|      | UG       | PG | UG          | PG | UG           | PG  | UG          | PG  | UG         | PG    |
| 2009 | 33       | 13 | 23          | 9  | 2            | Nil | 3           | Nil | 84.8       | 69.27 |
| 2010 | 50       | 11 | 32          | 8  | 13           | Nil | 2           | Nil | 94         | 72.73 |

5. Learning resources of the departments - library, computers, laboratories and other resources

Library Resources

| No of Books | Reference Books | Journals | Computers |
|-------------|-----------------|----------|-----------|
| 4145        | 120             | 7        | 5         |

6. Modern teaching methods practiced and use of ICT in teaching – learning

ICT enabled teaching is extensively practiced by all teachers and this has become possible due to the newly added digital class room. Many modern instruments acquired through projects and FIST scheme are available to the students and as a result they are able to practice many of the theoretical principles discussed in class rooms at the laboratories.

7. Participation of teachers in academic and personal counseling of students

Tutorial meetings and PTS meetings organized two to three times a year provide the venue for personal interactions between students and teachers. During PTS meetings parents also involve in the discussions. In the present CBCSS stream the faculty advisor play the role of the group tutor and finds time to help needy students through counseling.

**8. Details of faculty development programmes and teachers who have been benefited during the past five years**

Dr V Anupkumar completed his PhD through FIP during 2009. All the teachers attend the refresher and orientation programmes at the requisite intervals.

**9. Participation / contribution of teachers to the academic activities including teaching , consultancy and research**

Seventy percent of teachers have more than 15 years service and all are active in research. The Department has three research guides in the faculty and six external guides. Nine full time research scholars are working in the Department. The faculty offer consultancy services in areas like crystal growth, dosimetry and non-linear optics.

**Participation in Seminar/workshop as resource person**

| No | Name of teacher    | Programme | Number | Details of participation                      |
|----|--------------------|-----------|--------|---|
| 1  | Dr V. Anupkumar    | Seminar   | 9      | Participant                                   |
| 2  | Dr K Rajendra Babu | Seminar   | 48     | Resource person/Participant                   |
| 3  | K Nagappan Pillai  | Seminar   | 2      | Participant                                   |
| 4  | Dr S B Syamala     | Seminar   | 15     | Participant                                   |
| 5  | Dr K C Ajithprasad | Seminar   | 9      | Participant                                   |
| 6  | Dr. B. Sureshkumar | Seminar   | 15     | Resource Person/<br>Presentation/ Participant |
| 7  | Dr V M Anandakumar | Seminar   | 9      | Presentation                                  |
| 8  | Dr R G Bindu       | Seminar   | 4      | Resource person                               |
| 9  | S Jayasudha        | Seminar   | 6      | Participant                                   |

### Research participation

| Sr No | Name of teacher    | Research activity | Details of participation      |
|-------|--------------------|-------------------|-------------------------------|
| 1     | Dr K Rajendrababu  | Guide             | 5 students , 2 PhD            |
| 2     | Dr K C Ajithprasad | Guide             | 2 students + 2 Major projects |

### 10. Collaboration with other departments/ institutions, at the State, National and International levels, and their outcome during the past two years

The Department has collaborations with many research institutes and the R & D sections of factories.

| No | Faculty             | Collaborations   |
|----|---------------------|--|
| 1  | Dr K Rajendrababu   | 1)R&D Department,Travancore Titanium Products Ltd.Kochuveli, Thiruvananthapuram<br><br>2)R&D Department, Neyyveli Lignite Coporation,Neyyveli<br><br>3)English India clays, Trivandrum<br><br>4) Gem Testing Lab,TVM & Gemmology centre,Ernakulam<br><br>5) Department of pharmacy,Medical college& SCTIMS ,TVPM |
| 2  | Dr V M Ananda kumar | Centre of Nanoscience and Technology, University of Kerala   |

**11. Priority areas for Research and details of the ongoing projects, important and noteworthy publications of the faculty, during past two years**

Research areas

| Sr No | Research areas                 | Faculty involved  | Out put  |
|-------|--------------------------------|-------------------|--|
| 1     | Radiation dosimetry            | Dr K Madhukumar   | 3 publications, 2 PhD students                       |
| 2     | Crystal growth, NLO properties | Dr K Rajendrababu | 14 Publications, 2 PhD produced, 5 Research students |
| 3     | Thin films                     | Dr S B Syamala    | 8 Publications                                       |
| 4     | Material science               | Dr R G Bindu      | 11 publications                                      |
| 5     | Mossbauer studies              | Dr V Anoopkumar   | 1 publication  |
|       |                                |                   |  |

Research projects

| No | Name of project   | Faculty            | Funding | Outlay  | Nature |
|----|---|--------------------|---------|---------|--------|
| 1  | Development of cost effective TL dosimeters                       | Dr K Madhukumar    | KSCSTE  | 1160000 | Major  |
| 2  | Development of cost effective TL dosimeters                       | Dr.K Rajendrababu  | KSCATE  | 445000  | Major  |
| 3  | .Studies on Nonlinear Dynamics in Discharge Plasma                | Dr K C Ajithprasad | UGC     | 740000  | Major  |
| 4  | Photothermal studies of Rare Earth Nano samples                   | ..                 | KSCSTE  | 160000  | Major  |
| 5  | Preparation and Characterisation of Low Resistance CdS thin films | Dr S B Syamala     | UGC     |         | Minor  |



|   |  |                    |     |  |       |
|---|--|--------------------|-----|--|-------|
| 6 | Variation of room temperature photoconductivity of CuInS <sub>2</sub> thin films with [Cu]/[In] and [S]/[Cu] ratio |                    | UGC |  | Minor |
| 7 | Synthesis and characterization nanocrystalline lead tungstate and strontium tungstate                              | Dr M V Anandakumar | UGC |  | Minor |

**12. Placement record of the past students and the contribution of the department to aid student**

On an average 6 students of the Department are getting placements every year.

Department organized training for NET examination and collaborated with the career and placement cell for conducting classes for competitive examinations.

**13. Plan of action of the Department for the next five years.**

- a) Set up a centralized research lab.
- b) Develop specific areas for deep study and involvement.

### **3. POST GRADUATE DEPARTMENT OF CHEMISTRY & RESEARCH CENTRE**

Department of Chemistry has been functioning since the very beginning of the college in the late 1940's. Degree programme was started in 1951 and P G programme during 2001. The Department became a research centre of the University of Kerala during 2004 and qualified for the award of assistance for infrastructure development from Government of Kerala(SARD) during 2005 and from the Department of Science and Technology, Govt. of India(FIST) during 2008. The Department has a student strength of 368 for degree programmes and 26 for PG. Twenty-one research students are working for their research degrees. The Department has six research guides among the staff and two external research guides. There is a 11 member faculty supported by four laboratory staff.

#### **1 Faculty profile - adequacy and competency of faculty**

The Department has 11 members including the Principal on the staff. All the teachers have research degrees. Nine of the teachers have PhD degrees and six of them are approved guides of the University. The remaining members have registered for PhD and the work is in progress. All the teachers have more than 15 years of teaching experience.

| No | Name                             | Design*    | Qual*  | TEx* | Proj*  | Pub* | Sem* |
|----|----------------------------------|------------|--------|------|--------|------|------|
| 1  | Dr G Jayakumar                   | Principal  | PhD    | 31   | 2M, 2m | 17   | 10   |
| 2  | Dr.R Chandrika Devi              | HoD        | PhD    | 30   | -      | -    | 2    |
| 3  | Dr M D Ajithabai                 | Asso. Prof | PhD    | 29   | 2M,2m  | 16   | 13   |
| 4  | S Vijayakumar                    | Asso. Prof | M Phil | 28   |        |      | 4    |
| 5  | Dr.T Asha                        | Asso. Prof | PhD    | 28   |        |      | 5    |
| 6  | S Jalajamony                     | Asso. Prof | M.Phil | 28   | 2m     | 3    | 2    |
| 7  | Dr C G Radhakrishnan<br>namboori | Asso.Prof  | PhD    | 28   | 1m     | 4    | 13   |

|    |                         |            |     |    |       |    |    |
|----|-------------------------|------------|-----|----|-------|----|----|
| 8  | Dr. M R Sudarsana Kumar | Asso. Prof | PhD | 23 | 1m    | 17 | 30 |
| 9  | Dr. K Sankar            | Asso.prof  | PhD | 23 | 2m    | 2  | 5  |
| 10 | Dr. Sudha Devi R        | Asso.prof  | PhD | 17 | 1M,2m | 4  | 15 |
| 11 | Dr. S Balachandran      | Asso. Prof | PhD | 15 | 1M    | 9  | 27 |

Dsign= Designation,\*Quali= qualification,T.x= Teaching experience in years, Pro = projects under taken, M-Major, m-minor, pub = Number of publications, Sem = Seminars attended

The current achievements of the Department in research are noteworthy. The department became a research centre of the University of Kerala during 2004. The first PhD was produced in 2008. Two more PhD's are due for 2011.

#### Research guides in the Department

| Sr No | Name                          | Area of research       | No. of students | PhD produced/submitted |
|-------|-------------------------------|------------------------|-----------------|------------------------|
| 1     | Dr G Jayakumar                | Phytochemistry         | 3               | Produced – 2           |
| 3     | Dr M D Ajithabai              | Phytochemistry         | 5               | Synopsis submitted- 1  |
| 4     | Dr C G Radhakrishnan Namboori | Coordination Chemistry | 5               |                        |
| 5     | Dr M R Sudarsanakumar         | Coordination Chemistry | 5               | Produced-1             |
| 6     | Dr. Sudha Devi R              | Physical Organic       | -               | -                      |
| 7     | Dr S Balachandran             | Physical organic       | 2               |                        |

**2. Student profile – entry level competencies, socioeconomic status, language proficiency etc.,**

Courses to which admitted

| Sr No | Course                                       | Qualification  | No.of Applicants         | No. of admitted students |
|-------|--|--|--------------------------|--------------------------|
| 1     | 3 Year Degree (BSc Chemistry)                | Pass in +2   | 700-800                  | 48                       |
| 2     | 2 Year Post graduate Degree (MSc, Chemistry) | Degree in B.Sc Chemistry                                 | (Admitted by University) | 13                       |
| 3     | PhD Chemistry                                | MSc in Chemistry + UGC CSIR/ Entrance test of University |                          | 21                       |

Student details

| Sr no | Course        | No of students | Boys | Girls | SC/ST | Minority | Financially Backward |
|-------|---------------|----------------|------|-------|-------|----------|----------------------|
| Che   | IBSc (main)   | 46             | 16   | 30    | 8     | 6        | 20                   |
|       | 11BSc(main)   | 43             | 17   | 26    | 8     | 5        | 18                   |
|       | 111BSc(main)  | 42             | 20   | 22    | 7     | 4        | 21                   |
|       | 1PG           | 13             | 2    | 11    | 2     | -        | 8                    |
|       | 11PG          | 13             | 0    | 13    | 2     | -        | 7                    |
|       | Ph.D          | 21             | 2    | 19    | -     | -        | 5                    |
|       | I Subsidiary  | 122            | 53   | 79    | 24    | 15       | 54                   |
|       | 11 Subsidiary | 116            | 52   | 62    | 22    | 13       | 56                   |

**3. Changes made in the courses or programs during the past two years and the contribution of the faculty to those changes**

The syllabus of all programs is revised once in three years. The members on the staff who are nominated to the Board of studies of the University are involved in effecting the syllabus change. Dr M R Sudarsanakumar was a member of the Board of studies(PG) in Chemistry and a member of the faculty of science. Sri. S Vijayakumar

was a member of the Board of studies (PG). Dr.M.D.Ajitha Bai is now a member of the Board of Studies (PG) and Dr.M.R.Sudarsankumar a member of the Board of studies (UG). The Chemistry teachers of the University of Kerala have an academic organization called Academy of Chemistry Teachers (ACT). All the teachers of the department are members of the ACT. Dr.G.Jayakumar and Dr.M.R. Sudarsanakumar were the former general secretaries of the ACT. The Department was instrumental in organizing two programs of this body during the period under discussion with a view to develop the general principles of syllabus revision.

This year the course programme of the B.Sc. degree is changed from annual to semester system. Very elaborate meetings and discussions were organized by the Department as well as the institution.

Participation of the faculty in academic and university bodies

| Sr No | Name                   | Organisation/ Body                  | Capacity |
|-------|------------------------|-------------------------------------|----------|
| 1     | Dr.M.R.Sudarsana Kumar | Board of studies of University(UG)  | Member   |
| 2     | S Vijayakumar          | Board of studies of University(PG)  | Member   |
| 3     | Dr. R Chandrika devi   | BSc Subsidiary Examination          | Chairman |
| 4     | Dr M D Ajitha bai      | Board of studies of University(UG), | Member   |
| 5     | Dr. T .Asha            | MSC S1 Examination                  | Chairman |

**4) Trends in the success and dropout rates of students during the past two years**

The success rate of students for both UG and PG is higher than the University Average. The dropout is at a bare minimum of 5% for UG and 2% for PG.

**5) The department has been consistently producing good results.**

| Year | Appeared |    | First class |    | Second class |     | Third class |     | Percentage |      |
|------|----------|----|-------------|----|--------------|-----|-------------|-----|------------|------|
|      | UG       | PG | UG          | PG | UG           | PG  | UG          | PG  | UG         | PG   |
| 2009 | 41       | 12 | 14          | 12 | 14           | Nil | 3           | Nil | 75.6       | 100  |
| 2010 | 36       | 11 | 17          | 7  | 11           | Nil | 1           | Nil | 77.8       | 63.6 |

**6) Learning resources of the departments - library, computers, laboratories and other resources**

Library Resources

| No of Books | Reference Books | Journals (List) | Computers | Software (Details)      |
|-------------|-----------------|-----------------|-----------|-------------------------|
| 3570        | 479             | 6               | 11        | Computational chemistry |

Laboratory facilities

(a) Infrastructure

| Sr No | Name of Laboratory | Area     | Nature of use                        |
|-------|--------------------|----------|--------------------------------------|
| 1     | BSc Laboratory     | 300 sq.m | BSc practical classes                |
| 2     | MSc general        | 120 sq m | MSc organic and inorganic practicals |
| 3     | MSc Physical       | 120 sq.m | MSc physical practicals              |
| 4     | Computer lab       | 50 sq m  | Computer facilities                  |
| 5     | Instrumentation    | 50 sq m  | Sophisticated instruments            |
| 6     | Research Lab       | 120 sq.m | Research                             |

(b) Instruments

| Sr No | Name of Instrument              | Price     | Nature of Use          |
|-------|---------------------------------|-----------|------------------------|
| 1     | UV Visible spectrophotometer    | 3 lakhs   | Projects and research  |
| 2     | Magnetic susceptibility balance | 3 lakhs   | Projects and research  |
| 3     | Rotary evaporator               | 2.5 lakhs | Vacuum distillation    |
| 4     | Flame photometer                | 1.5 lakhs | Estimation of Na and K |

**7) Modern teaching methods practiced and use of ICT in teaching – learning**

ICT supported teaching techniques are used by the faculty. The faculty give special attention to see that the knowledge acquired through research are transferred to the UG and PG student community. Peer teaching and remedial teaching are two other programmes in the syllabus transaction.

**8) Participation of teachers in academic and personal counseling of students**

Tutorial sessions are conducted regularly for all classes. Counseling programmes are organized with the help of the faculty from the Department of Psychology

**9) Details of faculty development programmes and teachers who have been benefited during the past five years**

| Sr No | Name of teacher     | Programme                                 |
|-------|---------------------|---|
| 1     | Dr R Chandrika Devi | PhD under FIP                             |
| 2     | Dr T Asha           | PhD under FIP                             |
| 3     | S Jalajamany        | PhD under FIP                             |
| 4     | Dr M D Ajithabai    | Orientation programme for research guides |

**10) Participation / contribution of teachers to the academic activities including teaching , consultancy and research**

Research participation

| Sr No | Name of teacher               | Research activity      | Details of participation |
|-------|-------------------------------|------------------------|--------------------------|
| 1     | Dr G Jayakumar                | Phytochemistry         | Research guide/Project   |
| 2     | Dr M D Ajitha bai             | Phytochemistry         | Research guide/project   |
| 3     | Dr C G Radhakrishnan Namboori | Coordination Chemistry | Research guide/project   |
| 4     | Dr M R Sudarsana Kumar        | Coordination Chemistry | Research guide/project   |
| 5     | S Jalajamany                  | Adsorption studies     | Research scholar         |
| 6     | Dr K Sankar                   | Coordination Chemistry | Principal investigator   |
| 7     | Dr S Balachandran             | Physical organic       | Research guide/project   |
| 8     | Dr Sudha devi                 | Physical organic       | Research guide/project   |

**11) Collaboration with other departments/ institutions, at the State, National and International levels, and their outcome during the past two years**

Collaborations of the faculty (Details in Appendix 1)

| <b>Sr No</b> | <b>Faculty</b>                    | <b>Inter*1</b> | <b>Nati*1</b> | <b>Int. dep*</b> | <b>Area</b> | <b>Outcome</b>         |
|--------------|-----------------------------------|----------------|---------------|------------------|-------------|------------------------|
| 1            | Dr G Jayakumar                    | 2              | 5             |                  | Research    | 17 Publications        |
| 2            | Dr M D Ajithabai                  | 2              | 6             | 2                | Research    | 16 Publications        |
| 3            | Dr.C.G.Radha<br>Krishnan Namboori |                | 1             |                  |             | 4 publications         |
| 3            | Dr M R Sudarsana<br>Kumar         |                | 9             | 1                | Research    | 17 Publications        |
| 4            | Dr S Balachandran                 |                | 14            |                  | Research    | 9 Publications         |
| 5            | Dr K Sankar                       | 1              |               |                  | Research    | PhD /2<br>publications |
| 6            | Dr.R. Sudha Devi                  |                | 14            |                  | Research    | 4 publications         |

\*Inter = International, Nati = National, Int.Dept = Inter Departmental

Programmes organized by the department

| <b>Sr No</b> | <b>Programme</b>                                 | <b>Date and venue</b>   | <b>Agencies involved</b> | <b>Output</b> |
|--------------|--|-------------------------|--------------------------|---------------|
| 1            | National seminar                                 | 23&24 July<br>2010      | UGC, ACT                 | Proceedings   |
| 2            | Invited Talk by Prof.<br>A.K.Ganguli, IIT, Delhi | 19<br>September<br>2005 | Department               |               |
| 3            | Invited talk by                                  | 6 October               | Department               |               |



|   |   |              |            |                         |
|---|---|--------------|------------|-------------------------|
|   | R.P.Roy, NII, Delhi                                   | 2010         |            |                         |
| 4 | Invited Talk by Prof. S.L. Kelkar, University of Pune | March , 2010 | Department |                         |
| 5 | Seminar on Environment                                |              | KSCSTE     | Environmental awareness |

**12) Priority areas for Research and details of the ongoing projects, important and noteworthy publications of the faculty, during past two years**

Research areas and Projects\*

| Sr No | Research areas         | Faculty involved  | Projects           | Out put        |
|-------|------------------------|---|--------------------|----------------|
| 1     | Phytochemistry         | Dr G Jayakumar<br>Dr M D Ajithabai<br>Dr S Balachandran   | 1 Major<br>2 Minor | 5 publications |
| 2     | Coordination chemistry | Dr M R Sudarsanakumar<br>Dr C G Radhakrishnan Namboori<br>Dr R Chandrika Devi<br>Dr Asha T<br>Dr k Sankar | 2 Minor            | 3 publications |
| 3     | Physical organic       | Dr S Balachandran<br>Dr Sudhadevi   | 1 Major            | 2 publications |
| 4     | Adsorption             | S Jalajamany  | PhD                | 3 publications |

- Details of projects in Appendix 2, publications Appendix 3

**13) Placement record of the past students and the contribution of the department to aid student**

The departments maintains the biodata of students and provide it to prospective employers. Almost all the PG students who passed out are employed. Seventy percentage of the degree students are also employed.

#### **14) Placements**

Department organized training for NET examination

#### **15) Plan of action of the department for the next five years**

- To make it a Center for advanced study of phytochemical and material science research
- To organize an international seminar
- Steps to be initiated to file patents out of the research carried out in the department.
- To have increased collaboration internationally and nationally
- To introduce web based teaching.

## 4. POST GRADUATE DEPARTMENT OF BOTANY & RESEARCH CENTRE

Department of Botany started functioning in the year 1948. Degree course was started in the year 1957 and P G course in 1982. The department became a research centre of the University of Kerala during 1988.

### 1. Faculty profile - adequacy and competency of faculty

The Department has 8 members faculty. All the teachers have research degrees and three of them are the approved guides of the university.

| Sr No | Name                | Exp | Qual  | Pub | Proj    | Gui |
|-------|---------------------|-----|-------|-----|---------|-----|
| 1     | Dr Parvati Menon    | 30  | PhD   | 1   | 6m      |     |
| 2     | Dr M Jayasree       | 30  | PhD   | 2   | 1M , 2m | 1   |
| 3     | Ajithkumar Remesh   | 29  | MSc   |     |         |     |
| 4     | Dr K G Ajitkumar    | 18  | PhD   | 5   | 1m, 1M  | 2   |
| 5     | Dr G Prasanna kumar | 14  | PhD   | 2   | 1m      |     |
| 6     | Geetha R Nair       | 6   | MPhil |     | 1m      |     |
| 7     | Dr K K Anil kumar   | 1   | PhD   | 4   |         |     |

Exp\*= Experience in years, Qual=Highest qualification, Pub- No. of publications, Proj- No. of projects, M= Major Project. m = Minor project. Gui-No of research students.

### 2. Student profile – entry level competencies, socioeconomic status, language proficiency etc.,

Courses to which admitted

| Sr No | Course      | Qualification | No.of Applicants | No. of students |
|-------|-------------|---------------|------------------|-----------------|
| 1     | B Sc Botany | Pass in +2    | 1700             | 48              |

|   |            |  |               |    |
|---|------------|--|---------------|----|
| 2 | MSc Botany | Degree in BSc Botany/<br>Biotechnology       | ( University) | 13 |
| 3 | PhD        | MSc + Pass in Entrance<br>test of University |               |    |

#### Student details

| Course        | No of students | Boys | Girls | SC/ST | Minority | Financially Backward |
|---------------|----------------|------|-------|-------|----------|----------------------|
| IBSc (main)   | 31             | 13   | 28    | 6     | 5        | 15                   |
| 11BSc(main)   | 33             | 8    | 25    | 6     | 4        | 16                   |
| 111BSc(main)  | 27             | 11   | 16    | 5     | 3        | 12                   |
| 1PG           | 14             | 2    | 12    | 2     | 1        | 7                    |
| 11PG          | 12             | 3    | 9     | 2     | -        | 6                    |
| Ph.D          |                |      |       |       |          |                      |
| I Subsidiary  | 39             | 14   | 25    | 8     | 4        | 15                   |
| 11 Subsidiary | 36             | 15   | 21    | 7     | 3        | 19                   |

Sub = subsidiary

### 3.Changes made in the courses or programmes during the past two years and the contribution of the faculty to those changes

University revises the syllabus once in three years. The curriculum and syllabus of the degree course was revised in 2010 consequent of the introduction of the semester system. Dr Sreelekha was a member of the U G board of studies University of Kerala.

### 4. Trends in the success and drop out rates of students during the past two years

| Year | Appeared |    | First class |    | Second class |    | Third class |    | Percentage |     |
|------|----------|----|-------------|----|--------------|----|-------------|----|------------|-----|
|      | UG       | PG | UG          | PG | UG           | PG | UG          | PG | UG         | PG  |
| 2009 | 33       | 13 | 21          | 13 | 5            |    | 3           |    | 87.9       | 100 |
| 2010 | 26       | 13 | 15          | 11 | 8            |    | 2           |    | 92.3       | 100 |

**5. Learning resources of the departments - library, computers, laboratories and other resources**

Library Resources

| <b>No of Books<br/>(categorywise)</b> | <b>Reference Books</b> | <b>Journals<br/>(List)</b> | <b>Computers</b> | <b>Software<br/>(Details)</b> |
|---------------------------------------|------------------------|----------------------------|------------------|-------------------------------|
| 2572                                  | 250                    | 10                         | 2                |                               |

**6. Modern teaching methods practiced and use of ICT in teaching – learning**

Seminars, assignments and projects supplement class room teaching. Internet and projection facilities available in the digital class rooms are extensively used for teaching.

**7. Participation of teachers in academic and personal counseling of students**

The department has three programmes in this direction

- a) Faculty advisor provide academic and personal counseling to the U G students
- b) Parent- Teacher- Student meetings(PTS meetings) organized three times an year for each class provide a good platform for interactions.
- c) Services of qualified counselors are arranged as per requirement.

**8. Details of faculty development programmes and teachers who have been benefited during the past five years**

Dr Sreelekha completed her PhD through FIP during 2009. All the senior teachers have completed two refresher courses and junior teachers the requisite orientation programmes.

**9. Participation / contribution of teachers to the academic activities including teaching, consultancy and research.**

The department has been an approved research centre of the university and a number of students have acquired their PhD through this department. All the members on the faculty are active in research and three members are research guides of the University. Consultancy services are offered in areas like tissue culture, biodiversity & conservation and ecology. The faculty is frequently invited to seminars and workshops as resource persons

Participation in Seminar/workshop as resource person

| Sr No | Name of teacher    | Number | Details of participation     |
|-------|--------------------|--------|------------------------------|
| 1     | Dr Parvati Menon   | 14     | Resource person/Participant  |
| 2     | Dr K G Ajithkumar  | 6      | Resource person/ Participant |
| 3     | Dr. Prasanna Kumar | 5      | Participant                  |
| 4     | Geetha R Nair      | 4      | Participant                  |
| 5     | Dr. K K Anil Kumar | 2      | Participant                  |

Research participation

| Sr No | Name of teacher     | Research activity           |
|-------|---------------------|-----------------------------|
| 1     | Dr Parvati Menon    | Projects                    |
| 2     | Dr M Jayasree       | Research guidance, projects |
| 5     | Dr K G Ajithkumar   | Research guidance, projects |
| 6     | Dr G Prasanna kumar | Projects                    |
| 7     | Geetha R Nair       | Projects                    |

**10. Collaboration with other departments/ institutions, at the State, National and International levels, and their outcome during the past two years**

The faculty has active collaborations with TBGRI, and CISSA.

| No | Faculty          | Collaborations | Activity       |
|----|------------------|----------------|----------------|
| 1  | Dr Parvati Menon | TBGRI Palode   | Preparation of |

|   |                  |   |                               |
|---|------------------|---|-------------------------------|
|   |                  |   | campus flora                  |
| 2 | Dr M Jayasree    | TBGRI ,Palode   | Joint project                 |
| 3 | Dr K G Ajitkumar | Centre for Innovation in Science and Science and Social Action(CISSA)KSCTE, KAS | Spread the message of Science |

**11. Priority areas for Research and details of the ongoing projects, important and noteworthy publications of the faculty, during past two years**

Research areas

| Sr No | Research areas                 | Faculty involved   | Out put  |
|-------|--------------------------------|--------------------|--|
| 1     | Biodiversity                   | Dr Parvati Menon   | 6 projects, 1 publication                        |
| 2     | Pharmacognosy & Phytochemistry | Dr M Jayasree      | 1 M projects, 3 research student, 2 Publications |
| 3     | Environmental Biology          | Dr K G Ajitkumar   | 2 projects, 2 research students, 2 publications  |
| 4     | Biochemistry                   | Dr G Prasannakumar | 2 publications                                   |
| 5     | Phytochemistry                 | Geetha R Nair      | 1 project  |
| 6     | Microbiology                   | Dr K K Anil Kumar  | 4 Publications                                   |

Research projects

| No | Name of project  | Faculty          | Funding           | Outlay | Nature |
|----|--|------------------|-------------------|--------|--------|
| 1  | Inventorying and Monitoring of biodiversity of Western Ghats   | Dr Parvati Menon | IISC, Bangalore   | -      | Minor  |
| 2  | Conservation & Consumption: A study on the Crude Drug Trade in | Dr Parvati Menon | KRPLLD, Trivandru | 3      | Minor  |

|   |   |                    |        |        |       |
|---|---|--------------------|--------|--------|-------|
|   | Rare, Endemic, Endangered and Threatened Species of Thiruvananthapuram District, Kerala                     |                    | m      |        |       |
| 3 | Documentation of plants of Religious Importance   | Dr Parvati Menon   | UGC    | 0.5    | Minor |
| 4 | Antihepatotoxic, Antioxidant and related Pharmacognostic Studies of <i>Oxalis corniculata</i>               | Dr M Jayasree      | UGC    | 8.253  | Major |
| 5 | Impact of Plant Growth regulators on Germination and Growth of soybean [ <i>Glycine max(L)Merr.</i> ]       | Dr M Jayasree      | UGC    | 0.75   | Minor |
| 6 | Ecological studies of Aruvikkara Reservoir (DAM) with special Reference to Associated Micro and Macro Flora | Dr K G Ajithkumar  | KSCSTE | 10.879 | Major |
| 7 | Mass propagation of <i>Chlorophytum borivilianum</i> (Safed musli) through tissue culture.                  | Dr G Prasannakumar | UGC    | 1      | Minor |
| 8 | Phytochemical and Pharmacognostic studies of <i>Monochoria vaginalis</i>                                    | Geetha R Nair      | UGC    | 1      | Minor |

## 12. Placement record of the past students and the contribution of the department to aid student

On an average 6 students of the Department are getting placement every year.

Department organized training for NET examination and collaborated with the career and placement cell for conducting classes for competitive examinations.

## 13. Plan of action of the Department for the next five years.

- a) Set up a nanotechnology lab.
- b) Develop specific areas for deep study and involvement.



## 5. POST GRADUATE DEPARTMENT OF ZOOLOGY AND RESEARCH CENTRE

### 1. Faculty profile, adequacy and competency of faculty members

| Name                      | Designation | Experience | Highest Qualification | Remarks   |
|---------------------------|-------------|------------|-----------------------|---|
| 1. Dr.Geetha P.R.         | HOD         | 30         | Ph.D                  | Research Guide, University of Kerala                              |
| 2. Smt.P.B.Vijaya lekshmi | Asso. Prof  | 28         | M.Sc                  | Research Work Completed.  |
| 3. Dr.Sandhya Gopinath    | Asso. Prof  | 28         | MPhil PhD             | Member, PG Board of Zoology. Kerala University                    |
| 4 Dr M S Rajendranair.    | Asso. Prof  | 22         | PhD                   | Research Guide, University of Kerala, N S S Programme Coordinator |
| 5. Smt.C.Sreelatha        | Asso. Prof  | 22         | M.Ed, M.Phil          | Part time Research Scholar  |
| 6.Sri. P.Vinod            | Asst. Prof. | 6 months   | M Sc, M Phil, NET     | Research work to be completed                                     |
| 7.Sri.K.K Suresh          | Asst. Prof  | 3 months   | M Sc, NET             | Research work to be completed                                     |

### B. Transferred / Former faculty guiding research work in the Department

|                             |  |
|-----------------------------|--|
| 1. Dr.N.P. Suresh Babu      | Asso. Prof., VTM N.S.S College, Dhanuvachapuram                                      |
| 2. Dr. K.G.Narayana Pillai  | Former Principal and Former Director of College Development Council, M.G. University |
| 3. Dr. K.K. Sreedevi Amma   | Former Head of the Department  |
| 4. Dr. V.R. Vijayalekshmi   | Former Reader  |
| 5 Dr.P.Madhosoodanan Pillai | Registrar, Manipur Agriculture University  |

### Research Activities of the Core Faculty Members as per proforma given.

|    | Name and designation of Faculty | Major areas of Research                 | No. of Ph.Ds produced                          |
|----|---------------------------------|---|--|
| 1  | Dr.Geetha. P.R.                 | Insect Physiology<br>Pollution Research | 1 PhD awarded in 2009<br>1 PhD awarded in 2010 |
| 2. | Smt.                            | Toxicology                              | Thesis to be submitted                         |

|    |                         |                                      |                                       |
|----|-------------------------|--------------------------------------|---------------------------------------|
|    | P.B.Vijayalekshmi       |                                      |                                       |
| 3. | Dr.Sandhya Gopinath     | Aquatic Biology and Fisheries        | Nil                                   |
| 4. | Dr. M.S. Rajendran Nair | Environmental Biology and Toxicology | Guiding one doctoral student          |
| 9  | Smt.C.Sreelatha         | Insect Physiology                    | Part time research Scholar since 2009 |

### B. Former faculty / transferred teachers guiding research students of the Department

| Name of Faculty           | Area of Research              | No. of Ph.Ds produced   |
|---------------------------|-------------------------------|---|
| Dr.K.G.Narayana Pillai    | Vector Biology                | 2 PhDs (2005)   |
| Dr.V.R.Vijayalekshmi      | Invertebrate Physiology       | 1 PhD (2004)  |
| Dr.K.K.Sreedevi Amma      | Insect biology                | 1 PhD submitted in 2008   |
| Dr.P.Madhusoodanan Pillai | Aquatic Biology and Fisheries | One student to submit thesis .A new sp. Of Fresh water Prawn identified- <i>Machrobrachium madhusoodani</i> |

## 2.Student Profile

### Socioeconomic status, first classes and language proficiency

| Class | High | Middle | Low | First class | Language proficiency |             |
|-------|------|--------|-----|-------------|----------------------|-------------|
|       |      |        |     |             | 3 languages          | 2 languages |
| MSc   | 20%  | 60%    | 20% | 60-70%      | 60                   | 40          |
| BSc   | 15%  | 20%    | 65% | 60-70%      | 65                   | 35          |

### 3. Changes made in the course of programme during the past 5 years and the contribution of the faculty to those changes

1. UG syllabus revised in 2005, semesterisation in 2010 –workshop for syllabus framing attended by Dr. P. R. Geetha. All teachers attended orientation programme prior to semesterisation of Degree classes
2. Smt. S. Saroja Devi is a member of Academic council university of Kerala and – member, board of studies in Biotechnology.

3. PG syllabus revised in 2003 and 2009—Prof.D.Sajeevkumar, Dr.P.M.Pillai and Dr. Sandhya Gopinath –worked as PG board of studies members.

#### **4.Trends in the success and drop out rate of students during the past five years**

##### **Success rate**

**UG 92.5—76.6—96.6—92.3**

**PG 83.3—71.4—100—91.66**

| Year     | Appeared | First class | Second class | Third class | Percentage |
|----------|----------|-------------|--------------|-------------|------------|
| 2009(UG) | 33       | 21          | 5            | 3           | 87.9       |
| 2010(UG) | 26       | 15          | 8            | 2           | 98.2       |

| Year     | Appeared | First class | Second class | Third class | Percentage |
|----------|----------|-------------|--------------|-------------|------------|
| 2009(PG) | 13       | 11          | 1            | -           | 91.66      |
| 2010(PG) | 13       | 9           | -            | -           | 70         |

##### **Drop out**

##### **Degree classes -**

- 1.Mainly during first year on securing admission to various professional courses
- 2.Final year students getting job in the defense forces.
- 3.PG students drop out due to personal problems.

#### **5.Learning resources of the Dept.**

1. Library with 2500books
2. Computer classes at College computer lab. Three computers in the dept.
3. Laboratories-Separate lab for UG and PG students .
4. PG students have separate labs for first and second years

#### **6.Modern teaching methods used and use of ICT in teaching and learning**

Teachers use OHPs and power point presentations.

PG Students are given training in power point presentations during seminar presentations

A few PG students have made power point presentations at College level seminars

#### **7. Participation of teachers in academic and personal counseling of students**

Teachers are assigned tutorial guidance of each class. They help in the academic activities of students and address their personal problems and guide them in getting proper

guidance by counseling at the Mental health club of the college. Those who need further counseling are directed for the same.

**8.Details of faculty development programmes and teachers who have been benefited during the past five years**

| Year | Participant                     | Event                             | Conducting agency                            |
|------|---------------------------------|-----------------------------------|--|
| 2004 | P.B.Vijayalekshmi<br>P.R.Geetha | Refresher course in Biostatistics | Academic staff college ,University of Kerala |
| 2006 | P.R.Geetha                      | Bioinformatics                    | Academic staff college                       |
| 2007 | Sandhya Gopinath                | Life Sciences                     | Academic staff college                       |
| 2009 | C.Sreelatha                     | Research with FDP                 | M.G. College                                 |

**9.Participation of teachers to academic activities including teaching , consultancy and research .**

Regular teaching as well as remedial teaching for students, NET coaching classes, and research activities evidenced by publications cited in Annexure I.A and B

**10. Collaboration with other departments**

Smt. S. Saroja Devi is conducting research at the Regional cancer centre TVPM. Research students of the Dept. approach SCTIMST for Electron microscopy work, PG students regularly visit Library at Dept. of Zoology, University of Kerala, Central Tuber Crops Research Institute , and Kerala Agricultural University for reference work.

**11. Priority areas of research, details of ongoing projects and publications during past five years**

The priority areas of research are insect physiology, fisheries and environmental science. The department has one major and one minor ongoing project at present. The faculty during the last plan period completed two projects.

| Name of Project  | Major /Minor | Funding agency | outlay   | Period  | Status    | PI            |
|--|--------------|----------------|----------|---------|-----------|---------------|
| Utilization of Certain common indigenous plants in Pest control” (2003-06) | Major        | KSCSTE         | 4,84,000 | 3 years | Completed | Dr P R Geetha |
| Effect of Endosulfan On  | Minor        | UGC            | 47,000   | 2 years | Completed | Dr P R        |

|  |       |     |           |         |                 |                           |
|--|-------|-----|-----------|---------|-----------------|---------------------------|
| the blood brain and Reproductive system of <i>Anabas testudineus</i> ” (2004-06) |       |     |           |         |                 | Geetha                    |
| Fishes of Lakshadeep islands   | Major | UGC | 7.5 lakhs | 3 Years | To be completed | Dr P Madhusoodanan Pillai |
| Ecology&Biodiversity of VAMANAPURAM RIVER  | Major | UGC | 5.75      | 3       | Ongoing         | Dr M S Rajendran Nair     |
| Hydrobiology of fresh warer ponds in Nilamel Panchayat                           | Minor | UGC |           | 2       | Ongoing         | Dr M S Rajendran Nair     |

## 12.Placement record of the past students and the contribution of the Dept to aid student placements

Students who have PG degree from this college-

1. Many students serve as teachers in Govt. and Private schools after qualifying SETand BEd.
2. NET qualified students Anil, Vinod
3. Many students who have got PhD, serve as Asst. Professors, in the colleges under Govt.and Private sectors.
4. Some students work as Researchers in Projects at Institutes

Students who have UG degree from the Dept.

1. 30-40 % Students go for higher studies
2. Remaining ones go for an array of jobs like medical representatives, animation jobs, computer work etc.

A few students both PG and UG have been campus selected for placements in the IT field and new generation Banks

Special carrier guidance, with computer studies, language skill development ,etc are provided to students.

Free NET coaching classes conducted

## 13. Plan of action for next five years

### Degree level

The new syllabus of the degree program demands a good level of computer knowledge and training on the use of some advanced software. Therefore we intend to send teachers for

workshops and courses. Sufficient number of computers for doing Bioinformatics practicals and new software packages will be purchased in the near future.

### **The research centre of the Department**

The Research wing of the Department started in 1992. Three batches of M. Phil. students passed out in the years 1991, 92 and 93 and the course ceased due to a policy change of the Govt.

Insect Physiology (Dr.N.Chandrasekhara Kurup), Behaviour (Dr.K.K.Sreedeviamma) and a pilot study on the Avian Fauna of Akkulam lake (Dr.T.Indira Devi) were successfully completed by the Department in the early years..

### **Proposal for Post graduate teaching and research plans of the Department in the coming five years**

#### **A. Postgraduate teaching**

1. A total no of 24 PG students are present in the Department and require a computer lab with minimum 12 computers. A computer lab with networking facility is essential for Bioinformatics teaching and learning. One computer in each PG class room will be helpful as a teaching aid.
2. An A C lab. for sections of microbiology ,biotechnology and tissue culture needs to be set up. Microbiology experiments are included in the PG syllabus. Experiments in biotechnology also requires a separate section. Tissue culture section can be made use of for research in insect tissue culture and cell culture study. This lab can also be used for research.
3. Laboratories have to be modernized :
  - i. Lighting facilities in the Class rooms should be made up to the present requirements.
  - ii. Plumbing work should be done to suit the modern laboratory requirements such as triple distillation units in Tissue culture lab .
  - iii. Flooring of Tissue culture lab with tiles or vinyl material, laying tiles on the working spaces of laboratories .
  - iv. Restructuring of the lab space to suit the present requirements is essential.
  - v Overall working conditions in the lab, with more furniture and storage space such as cupboards etc.
4. Seminar hall in the department can be modernized with LCD projector, and other facilities so that our PG students can make better use of these facilities to make Power

point presentations which are now essential for final project evaluation at the time of Viva voce

5. Our PG syllabus specifies a project report as an essential requirement for the award of degree. It will be all the more good if students can make publications of their MSc dissertations at the Department level for evaluation and comments. We would like to bring out a publication for PG project work every year. This will help the students acquire skill for writing scientific papers. This can also incorporate the papers submitted by research students about their ongoing work.
6. We have an intention to start special coaching class for UGC,NET .aspirants making use of the experience of our faculty members.
7. It is essential to expand our Department library for the use of both PG and Research students. At present only limited no of copies of many books are available due to their high cost. Library needs modernization with more recent books and facilities for ready photocopying of relevant and essential reading material.

#### **B. Research Plans for the coming five years**

Our research projects during the previous years were concentrating mainly on two or three fields.

1. **Insect Physiology:** In insect physiology, we are pursuing research in insect reproduction, its hormonal control and formulation of biopesticides. Work is being carried out on reproductive physiology of the coconut pest *Oryctes rhinoceros* and its neuroendocrine control .One thesis has been submitted. Research is being continued for the formulation of biopesticides with less hazardous effect on non-target organisms as well as in keeping up with the goal of sustainable development rather than complete elimination of pests. The use of Botanicals in pest control is an emerging and promising field of study in insect physiology. These studies will be incomplete without identification and chemical characterization of the effective compounds and also bioassay studies. Only preliminary isolation of effective compounds with TLC is possible and has been accomplished within our lab facility. Further study requires high expenditure. In addition ,elaborate bioassay experiments require more facilities in the lab. Work in this area requires further confirmation through organ culture experiments. The faculty member carrying out work in this field has experience in organ culture work, but due to

lack of facilities, at present the work is not done. With a well equipped tissue culture lab, endocrine regulation of insect physiology can also be better analysed. (Publication – Annexure II A)

2. A second field of Research in our Department is toxicology. The impact of various chemical pesticides on fishes is presently studied in the lab as PhD work and one thesis has already been submitted. The effect of Endosulfan on one of the most valued food fishes of Kerala has been studied and results presented. It is found that blood, gills, muscles, brain as well as reproductive organs are affected adversely due to very low doses of endosulfan. Publications - (Annexure II A). For a successful analysis of the effects, instruments for determining the concentration of pollutants in the water and tissue samples is essential.
3. A third area in which research is carried out in our lab is taxonomic study on prawns and marine fishes, especially on the ornamental fishes of Lakshadweep. Taxonomic study of prawns is also conducted. For molecular taxonomic study, still more equipments is required. In addition, books and journals on fish and crab taxonomy are needed. In addition to the research work, it will be useful for students if we have facilities for training them in aqua culture techniques, both ornamental as well as food fishes and prawn. A new species of prawn, *Machrobrachium madhusoodani* was identified by Sri. Unnikrishnan, working under the guidance of Dr P Madhusoodanan Pillai during the course of his research last year (Publication Annexure II A)

For enriching the research activities, faculty members and research students present their work in various conferences. Some of our faculty members have earlier been resource persons for the MPhil course in this college.

Our faculty members go as resource persons to seminars in other colleges. For enriching our student knowledge, we conduct classes by scientists from other institutions and agencies. In recent times, for the conduct of classes, LCD projector facility has become essential. These classes are intended to equip our students with better knowledge of equipments, methods and procedures in their field of research. In the coming years we intend to conduct such classes more frequently.



## 6. POST GRADUATE DEPARTMENT OF HINDI AND RESEARCH CENTRE

### Faculty Profile

The Department of Hindi has a special place in the institution being a Department where all the faculty have doctoral degree. The Department which started functioning in the year 1948 continues on its march towards excellence with this distinctive label.

| No | Name                 | Quali | Expe | Proj | Pub | Semi | Guid | Posi               | Spe                         | Awards                         |
|----|----------------------|-------|------|------|-----|------|------|--------------------|-----------------------------|--------------------------------|
| 1  | Dr K Manikandan nair | PhD   | 22   | 1    | 8   | 8    | 3    | HoD<br>BoS<br>(PG) | Drama                       | Best<br>thesis<br>SBT<br>Award |
| 2  | Dr D Girija          | PhD   | 18   |      |     | 1    |      | BoS<br>(UG)        |                             |                                |
| 3  | Dr B Jayasree        | PhD   | 17   | 1    | 4   | 10   |      | BoS<br>(PG)        |                             | Kathakali                      |
| 4  | Dr S R Jayasree      | PhD   | 8    | 1    | 8   | 8    | 2    |                    | Poetry                      |                                |
| 5  | Dr S Maheswary       | PhD   | 8    | 1    | 2   | 10   |      | BoS<br>(PG)        | Short<br>stories,<br>novels |                                |
| 6  | Dr T Sreedevi        | PhD   | 8    | 1    | 5   | 11   |      |                    |                             |                                |
| 7  | Dr K S Beena         | PhD   | 8    | 1    | 1   | 12   |      |                    | Novel                       |                                |
| 8  | Dr K P Ushakumari    | PhD   | 6    | 1    | 2   | 7    |      |                    |                             |                                |
| 9  | Dr. Lekha S Nair     | PhD   | 6    | 1    | 1   | 4    |      |                    | Novel                       |                                |
| 10 | Dr. K Jayakumari     | PhD   | 7    | 1    | 2   | 5    |      |                    |                             |                                |

Qu = Qualification, Ex= Years of Service, Pr= No. of projects, Pu= No. of publications, Se= Seminars attended, Gu= Research guidance, Po= Positions held, Spe=Specialisation

## Student's profile

Students are admitted to the UG, PG and research programmes in Hindi. Twenty percentage of the intake is reserved to SC/ST categories. Seventy percent of the remaining students are enjoying fee concessions due to economic backwardness.

1. Student profile – entry level competencies, socioeconomic status, language proficiency etc.,

Courses to which admitted

| Sr No | Course                                 | Qualification                                     | No.of Applicants         | Sanctioned strength    |
|-------|--|---|--------------------------|------------------------|
| 1     | 3 Year Degree (B A Hindi)              | Pass in +2  | 700-800                  | 36                     |
| 2     | 2 Year Post graduate Degree(M A Hindi) | Degree in BA Hindi with 50% marks                 | (Admitted by University) | 20                     |
| 3     | PhD                                    | MA in Hindi + Pass in Entrance test of University |                          | Depends on the vacancy |

Student details

| Course        | No of students | Boys | Girls | SC/ST | Minority | Financially Backward |
|---------------|----------------|------|-------|-------|----------|----------------------|
| IBA (main)    | 45             | 16   | 29    | 8     | 3        | 21                   |
| 11BA(main)    | 38             | 20   | 18    | 7     | 2        | 19                   |
| 111BSc(main)  | 31             | 10   | 21    | 6     | 3        | 18                   |
| 1PG           | 7              | 0    | 7     | 1     | -        | 3                    |
| 11PG          | 10             | 2    | 8     | 1     | -        | 5                    |
| Ph.D          | 7              | -    | 7     |       |          |                      |
| I Subsidiary  | 49             | 16   | 33    | 9     | 4        | 25                   |
| 11 Subsidiary | 47             | 24   | 23    | 8     | 3        | 21                   |

### **Changes made in the courses during the past five years and the contribution of the faculty to those changes**

The PG syllabus was modified during 2009 and UG stream during 2010. Dr B Jayasree was a member in the Board of studies of PG. Dr. K Manikandan Nair is a member of the BoS (PG).

### **Trend in the success rate and dropout rate of students during the last five years.**

UG has a pass percentage of 77 which is higher than the University average of 74. For PG the pass percentage is 95%. The drop out is at a bare minimum of 5%.

### **Learning resources of the department like library, computers**

The department library has 1800 books. Seven Journals are subscribed by the department. The department has 5 computers including a laptop. The third year class room has multimedia projection facility with internet connectivity

### **Modern Teaching methods practiced and use of ICT in teaching learning**

The department employs modern teaching methods other than lecture method. The language lab is available for the scientific teaching of the subject. The digital class room of the department is used to deliver the latest information and trends in the subject to the students.

- Department also conducts paper-wise seminars, dissertation proposals weekly once and other orientation/tutorial classes to the students. Use of Internet for Project work
- Staging of Dramas
- Presentation by the students on relevant topics
- Group discussion
- Continuous assessment
- Assignment

### **Participation of teachers in academic and personal counseling of students.**

Teaching faculty is available to the students regularly. Tutorial periods are provided for this purpose. The teachers actively participate in academic and personal counseling of the students. Two to three PTS meetings are held annually for each class which provide an effective platform for interactions with the parents and students.

### **Details of faculty development programmers and teachers who benefited during the past five years.**

All the members on the faculty are PhD degree holders. All the members are regularly attending the orientation and refresher courses of the Academic Staff College. The department has the credit of seven completed and two ongoing UGC sponsored projects. The Department

organized a national Seminar last year and all the members on the faculty periodically attend seminars in the capacity of resource persons as well as participants.

**Participation / Contribution of teachers in academic activities including teaching consultancy and research.**

The teachers participate in co-curricular and extra curricular activities in the department and in the University. The department also organizes picnics, sports and quiz programs and talent day for the benefit of the students.

**Placement record of the past students and the contribution of the department to aid student placement**

A large number of UG and PG students of this department are placed in various Government and Aided Colleges, University Departments, Central and State Government Offices, Nationalized and Private Banks, IT Companies and different private and public institutions.

In addition to the College Career Guidance Cell and Placement Cell, the department teachers also provide free coaching to various competitive examinations to the students of the Department.

**Plan of action of the Department for the next five years.**

- To introduce diploma courses like – Translation, functional correspondence, journalism and as global subject.
- The immediate plan is to have a national level seminar
- To introduce NET coaching.
- Establishment of computer lab, Language lab and establishment of E-Library)
- Adoption of new teaching methods; Creation of multimedia facilities in the Conference Hall. To introduce new interdisciplinary courses
- To conduct refresher/orientation courses through UGC staff Academic college.
- To strengthen the Alumni Association of the Department.
- To introduce Teaching through ICT
- To strengthen the activities of the Departmental Alumni Association.
- To arrange Orientation Programs on the new topics in the syllabus to the teachers.
- To provide coaching to old students of the college on different competitive examinations.

To strengthen the activities of the Parent Teachers Association

## 7. POST GRADUATE DEPARTMENT OF MALAYALAM & RESEARCH CENTRE

Department of Malayalam started functioning in the year 1948. PG programme was started in the year 1993. The department became a research centre of the University of Kerala in 1998.

### 1. Faculty profile - adequacy and competency of faculty

The Department has 10 members faculty. All the teachers have research degrees. Eight of the teachers have PhD degrees and four of them are approved guides of the University. Dr Ajith kumar has completed his post doctoral research.

| Sr No | Name                         | Exp | Qual  | Pub | Proj/<br>PDF | Book | Gui | Aw | Scripts |
|-------|------------------------------|-----|-------|-----|--------------|------|-----|----|---------|
| 1     | Dr N<br>Ajithkumar(HoD)      | 29  | PhD   | 215 | 1 M<br>1 pdf | 13   | 8   | 5  | 38      |
| 2     | Dr Saraswathy<br>Antharjenam | 29  | PhD   | 3   |              |      |     |    |         |
| 3     | S Geetha kumari              | 25  | MPhil | 1   |              | 1    |     |    |         |
| 4     | Dr P Vijayaleksnmy<br>Amma   | 25  | PhD   | 2   |              |      | 1   |    |         |
| 5     | Dr S Rajeswari<br>Amma       | 22  | PhG   | 1   |              |      |     |    |         |
| 6     | Ajith G Krishna              | 14  | MPhil | 12  |              |      |     |    | 3       |
| 7     | Dr K Jyothish<br>Kumar       | 14  | PhD   | 61  |              | 6    | 3   | 8  | 20      |
| 8     | Dr C Pradeep kumar           | 2   | PhD   | 2   |              |      |     |    |         |
| 9     | Dr Gopalakrishnan<br>Pillai  | 15  | PhD   | 20  |              | 01   | 03  |    |         |

Exp\*= Experience in years, Qual=Highest qualification, Pub- No. of publications, Proj- No. of projects, Bool-No. of books published, Gui-No of research students, Aw-Awards received

**2.Student profile – entry level competencies, socioeconomic status, language proficiency etc.,**

Courses to which admitted

| <b>Sr No</b> | <b>Course</b> | <b>Qualification</b>                    | <b>No.of Applicants</b> | <b>No. of students</b> |
|--------------|---------------|---|-------------------------|------------------------|
| 1            | BA Malayalam  | Pass in +2                              | 700-800                 | 40                     |
| 2            | MA Malayalam  | BA Malayalam                            | (University)            | 20                     |
| 3            | PhD Malayalam | MA Malayalam +<br>Pass in entrance test |                         |                        |

Student details

| <b>Course</b> | <b>No of students</b> | <b>Boys</b> | <b>Girls</b> | <b>SC/ST</b> | <b>Minority</b> | <b>Financially Backward</b> |
|---------------|-----------------------|-------------|--------------|--------------|-----------------|-----------------------------|
| IBA (main)    | 49                    | 16          | 33           | 9            | 4               | 25                          |
| 11BA(main)    | 47                    | 24          | 23           | 8            | 3               | 21                          |
| 111BSc(main)  | 39                    | 22          | 17           | 7            | 4               | 24                          |
| 1PG           | 9                     | 2           | 7            | 1            | 1               | 5                           |
| 11PG          | 10                    | 0           | 10           | 1            | -               | 6                           |
| Ph.D          | 7                     | 1           | 6            |              |                 |                             |
| I Subsidiary  | 49                    | 16          | 33           | 9            | 4               | 25                          |
| 11 Subsidiary | 47                    | 24          | 23           | 8            | 3               | 21                          |
|               |                       |             |              |              |                 |                             |

S.L = second language

### **3.Changes made in the courses or programmes during the past two years and the contribution of the faculty to those changes**

University revises the syllabus once in three years. The curriculum and syllabus of the degree course was revised in 2010 consequent of the introduction of the semester system. Dr N Ajithkumar is a member of the P G board of studies for Malayalam.

### **4. Trends in the success and drop out rates of students during the past two years**

| Year | Appeared |    | First class |    | Second class |     | Third class |     | Percentage |     |
|------|----------|----|-------------|----|--------------|-----|-------------|-----|------------|-----|
|      | UG       | PG | UG          | PG | UG           | PG  | UG          | PG  | UG         | PG  |
| 2009 | 33       | 12 | 6           | 12 | 11           | Nil | 6           | Nil | 69.7       | 100 |
| 2010 | 34       | 5  | 1           | 5  | 7            | Nil | 15          | Nil | 67.6       | 100 |

### **5.Learning resources of the departments - library, computers, laboratories and other resources**

The Department is offering an open course in vedigraphy as a component of new CBCSS stream. The Department is in an attempt to procure a professional video camera for successful operation of the course.

### **6.Modern teaching methods practiced and use of ICT in teaching – learning**

Seminars and assignments supplement the usual class room teaching. The class room teachings are now being supplemented by ICT techniques including multimedia projection, DTP, Blog, Pagemaker, Photoshop and internet. Students are also given practical training in vedigraphy.

### **7.Participation of teachers in academic and personal counseling of students**

Tutorial meetings and PTS meetings provide the venue for personal interactions between students and teachers. Class tutors and teachers visit to students's home. During PTS meetings parents also involve in the discussions. In the present CBCSS stream the faculty advisor play the role of the group tutor.

**8.Details of faculty development programmes and teachers who have been benefited during the past five years**

Dr P Vijayalekshmy and Dr S Rajeswary Amma completed their PhD availing the FIP facility. All the teachers are frequently participating in the refresher and orientation courses organized by the academic staff training college. Dr N Ajith kumar completed one major project and post doctoral research under the schemes of the UGC.

**8. Participation / contribution of teachers to the academic activities including teaching , consultancy and research**

Dr N Ajith kumar and Dr K Jyothish kumar are very active in visual and print media. They are also involved in the script writing and documentary production programmes. All teachers participate in seminars and workshops.

**9. Participation in Seminar/workshop as resource person**

| <b>Sr No</b> | <b>Name of teacher</b>    | <b>Programme</b> | <b>Number</b> | <b>Details of participation</b> |
|--------------|---------------------------|------------------|---------------|---------------------------------|
| 1            | Dr N Ajithkumar           | Seminar          | 17            | Resource person                 |
| 2            | S Geethakumary            | Seminar          | 8             | Participant                     |
| 3            | Dr Rajeswary Amma         | Seminar          | 3             | Participant                     |
| 4            | Dr K Jyothish Kumar       | Seminar          | 8             | Resource person                 |
| 5            | Saraswathy<br>Antharjanam | Seminar          |               | Participant                     |
| 6            | Vijayalekshmi             | Seminar          |               | Participant                     |
| 7            | Ajith G Krishna           | Seminar          |               | Participant                     |
| 8            | Gopalakrishna Pillai      | Seminar          |               | Participant                     |
| 9            | Pradeep Kumar             | Seminar          |               | Participant                     |



### Research participation

| Sr No | Name of teacher            | Research activity | Details of participation           |
|-------|----------------------------|-------------------|------------------------------------|
| 1     | Dr N Ajithkumar            | Research guide    | 3 PhD produced, 4 students working |
| 2     | Dr K Jyothish Kumar        | Research guide    | 4 students                         |
| 3     | Dr.P.Vijayalekshmi Amma    | Research guide    | 2 students.                        |
| 4     | Dr. S Gopalakrishna Pillai | Research guide    | 3 students                         |

### 10.Collaboration with other departments/ institutions, at the State, National and International levels, and their outcome during the past two years

| No | Faculty            | Association  |
|----|--------------------|--|
| 1  | Dr N Ajithkumar    | Vallathol Sahithya Samithi<br>Kerala Folklore Academy<br>Kerala Sahithya Academy<br>Hindi Salahar Committee, Govt of India<br>UGC Nominee, UGC Advisory Board, ASC<br>Pondicherry<br>Member, UGC Expert committee for<br>Autonomous Colleges<br>Kerala Innovation Foundation<br>Member, Board of studies, Kerala Univeresity |
| 2  | Dr. Gopalakrishnan | Resourse person for Refresher Course in  |

|   |                      |  |
|---|----------------------|--|
|   | Pillai               | Malayalam, Academic Staff College (UGC), Kerala University.<br><br>Expert panel member for UGC's NET-JRF Valuation and Question paper setting.   |
| 3 | Dr K. Jyothish Kumar | State General Secretary Samskarasahithi<br><br>Joint Secretary Kalasahithyavedi<br>Thiruvananthapuram<br><br>Book Marketing Society Govt.Of Kerala<br><br>Faculty Member, SCERT<br><br>Member, Board of studies, CMS College, Coimbatore |

**11. Priority areas for Research and details of the ongoing projects, important and noteworthy publications of the faculty, during past two years**

Research areas

| Sr No | Research areas                       | Faculty involved          | Out put                         |
|-------|--------------------------------------|---------------------------|---------------------------------|
| 1     | Literature, Theatre, Folklore, Media | Dr N Ajithkumar           | 3+5=8 PhD, 215 Publications     |
| 2     | Media, Theatre                       | Dr K Jyothish Kumar       | 3 PhD Students, 61 Publications |
| 3     |                                      | Dr.P. Vijayalekshmy       | 2 PhD students, 2 Publications  |
| 4     | Novel Studies Criticism              | Dr K Gopalakrishna Pillai | 20 publications, 3 PhD Students |

## Projects

| <b>Sr No</b> | <b>Name of project/PDF</b>               | <b>Faculty involved</b> | <b>Funding agency</b> | <b>Outlay</b> | <b>Status</b> |
|--------------|--|-------------------------|-----------------------|---------------|---------------|
| 1            | A Critical Study of Kaali Cult in Kerala | Dr N<br>Ajithkumar      | UGC                   | 2.5<br>lakhs  | Completed     |
|              |  |                         |                       |               |               |

### **12.Placement record of the past students and the contribution of the department to aid student**

Ninety percentage of PG students and 50 % of girl students and employed in public sector. The Department maintains the biodata of all its students and provide it to the prospective employers and placement agencies

### **13. Placements**

Department organized training for NET examination, short term courses in DTP, Photoshop, Pagemaker, Video editing, Film making, Script writing and Journalism.

## **8. POST GRADUATE DEPARTMENT OF COMMERCE & RESEARCH CENTRE**

Post graduate Department of Commerce is one of the oldest Departments of the institution. Housed in a separate block the department offers courses in three year degree programme leading to Bachelor degree in commerce, two year Post Graduate programme and research programme. The department tops the institution in terms of demand for admission and tops the University in results and research output.

### **1. Faculty profile - adequacy and competency of faculty**

The Department has a 8 member faculty and a part-time law lecturer. Four teachers have PhD degrees and two are approved guides of the University., All the full time teachers have more than 20 years of teaching experience.

| <b>Sr No</b> | <b>Name</b>        | <b>Designation</b> | <b>Qualification</b> | <b>Teaching experience</b> |
|--------------|--------------------|--------------------|----------------------|----------------------------|
| 1            | M S Sreekumar      | HoD                | M. Phil              | 32 years                   |
| 2            | P Reghunadhan Nair | Asso.Prof          | MCom                 | 31 years                   |
| 3            | G Sudhish          | Asso. Prof         | MPhil                | 29yearsrs                  |
| 4            | Dr M Raveendran    | Asso. Prof         | PhD                  | 29 years                   |
| 5            | B S Sunil          | Asso. Prof         | M.Com                | 28 years                   |
| 6            | Dr G S Suresh      | Asso. Prof         | PhD                  | 28 years                   |
| 7            | Dr Manmadhan B     | Asso. Prof         | MBA, PhD             | 27 years                   |
| 8            | Dr V Harikumar     | Asso. Prof         | MBA, PhD             | 26years                    |

### **2. Student profile – entry level competencies, socioeconomic status, language proficiency etc.**

Courses to which admitted

Students are admitted according to the guidelines fixed by the university. Eventhough pass in plus two and pass with 50% marks are the minimum requirements for degree and P.G entry only students with high first class normally get admission.

| Sr No | Course                         | Qualification                | No.of Applicants            | No. admitted |
|-------|--------------------------------|------------------------------|-----------------------------|--------------|
| 1     | 3 Year Degree<br>(BCom)        | Pass in +2                   | 1500-2000                   | 50-60        |
| 2     | 2 Year Post<br>graduate Degree | Degree in<br>Commmerce       | (Admitted by<br>University) | 20           |
| 3     | PhD                            | M.Com +<br><br>Entrance test |                             |              |

Student details

| Sr no | Course  | No of students | Boys | Girls | SC/ST | Minority | Financially Backward |
|-------|---------|----------------|------|-------|-------|----------|----------------------|
| Com   | IBCom   | 64             | 34   | 30    | 13    | 6        | 24                   |
|       | 11BCom  | 57             | 31   | 26    | 12    | 4        | 21                   |
|       | 111BCom | 69             | 38   | 31    | 13    | 7        | 23                   |
|       | 1PG     | 20             | 3    | 17    | 4     | 2        | 8                    |
|       | 11PG    | 20             | 3    | 17    | 4     | 1        | 7                    |
|       | Ph.D    |                |      |       |       |          |                      |

**3. Changes made in the courses or programmes during the past two years and the contribution of the faculty to those changes**

The PG syllabus was revised during 2008 and the UG curriculam and course structure was revised during 2010. Dr G S Suresh in the faculty is functioning as a member in the Senate of the University and Dr V Harikumar is a member in the PG board of studies.

**4. Trends in the success and drop out rates of students during the past two years**

| Year     | Appeared |    | First class |    | Second class |    | Third class |    | Percentage |     | Uty.average |    |
|----------|----------|----|-------------|----|--------------|----|-------------|----|------------|-----|-------------|----|
|          | UG       | PG | UG          | PG | UG           | PG | UG          | PG | UG         | PG  | UG          | PG |
| 2009(UG) | 70       | 13 | 9           | 13 | 15           | -  | 13          | -  | 53         | 100 | 32          | 78 |
| 2010(UG) | 60       | 15 | 18          | 10 | 11           | 4  | 2           | -  | 52         | 93  | 31          | 79 |

**5. Learning resources of the departments - library, computers, laboratories and other resources**

| No of Books | Reference Books | Journals | Computers | Software |
|-------------|-----------------|----------|-----------|----------|
| 3500        | 450             | 6        | 5         | Tally    |

**6. Modern teaching methods practiced and use of ICT in teaching – learning**

Seminars, assignments and group discussions are an integral part of the curriculum. After the incorporation of smart class rooms computer aided teaching is extensively practised by all teachers. Student seminars also utilize this facility.

**7. Participation of teachers in academic and personal counseling of students**

The department has three programmes in this direction

- (a) Tutorial meetings –organised by group tutor
- (b) PTS meetings- organized by department faculty
- (c) Counseling sessions- managed by professional counselors and group tutor

**8. Details of faculty development programmes and teachers who have been benefited during the past two years**

Two teachers Dr. M Raveendran and Dr.G S Suresh availed the FIP of the UGC for their PhD degrees.

**9. Participation / contribution of teachers to the academic activities including teaching , consultancy and research**

Two members on the faculty as well as three members on the former faculty are functioning as the research guides of the University. The faculty have brought out 5 books and 11 articles during the period. The faculty frequently function as recourse persons in seminars and workshops.

**10. Collaboration with other departments/ institutions, at the State, National and International levels, and their outcome during the past two years**

Commerce is a specialized subject and so the nature of inter departmental academic collaborations are different. The subject study in the present scenario necessitates extensive association with computers and hence the Department and students have elaborate association with the computer lab. The students associate with external agencies like CDIT, Management Institutes and commercial establishments for

their project works. Another area of collaboration is in the field of research. Since one of the principal area of research is banking and cooperative sector, the department and students associate with the agencies in this field in a regular basis.

**11. Priority areas for Research and details of the ongoing projects, important and noteworthy publications of the faculty, during past two years**

The thrust areas of research are banking, management and cooperative sector. Two members of the faculty and two former faculty of the department along with a team of 14 researchers lead the activities in this direction. The activities have brought out the following achievements during this period.

Research out put of the department during the past two years.

| No | Faculty        | Books | Publications | PhD produced | Projects |
|----|----------------|-------|--------------|--------------|----------|
| 1  | Dr V Harikumar | 7     | 20           | 4            | 1        |
| 2  | Dr B Manmadhan |       | 3            |              |          |

**12. Placement record of the past students and the contribution of the department to aid student placements**

The department has three programmes in this direction

- a) Association with the career and placement cell of the college for offering training to the students to appear for competitive examinations.
- b) Inviting prospective employers and job trainers to the campus and facilitate their interaction with the students. Five firms visited the institution last year under this programme.
- c) Provide fee coaching for NET and SLE examinations.

**13. Plan of action of the department for the next five years**

- a) Modernisation of library and class rooms.
- b) Increase of facilities in the department computer lab.
- c) Strengthen the feedback mechanism and incorporate the suggestions in the feed back in the annual plan of the Department.

## 9. POST GRADUATE DEPARTMENT OF ECONOMICS

Economics is one of the oldest departments of the institution. UG degree courses started during 1948 and post graduate courses in 1998. The Department has the maximum sanctioned strength of 60 for the degree programmes.

### 1 Faculty profile - adequacy and competency of faculty

The Department has an 8 member faculty. Two teachers have PhD degrees and one is an approved guide of the University.

| Sr No | Name                            | Designation        | Qualification        | Teaching experience |
|-------|---------------------------------|--------------------|----------------------|---------------------|
| 1     | Dr P Krisna kumar               | HoD                | MPhil, PhD           | 31                  |
| 2     | Smt Mini M Nair                 | Asst Professor     | M A                  | (FIP)               |
| 3     | H Kishore                       | Asst.Professor     | MA                   | (FIP)               |
| 4     | Mydhili Kurup I                 | Asst.Professor     | M A                  |                     |
| 5     | Dr B Anil Kumar                 | Asst.Professor     | MPhil.,PhD,<br>PGDBA | 1                   |
| 6     | Saritha S                       | Asst.<br>Professor | MPhil                | 1                   |
| 7     | Anupama P Nair                  | Asst.professor     | MPhil                | 1                   |
| 8     | Shrija Muraleedharan<br>Nambiar | Asst.professor     | MA                   | 1                   |
| 9     | Siju Wills                      | Guest<br>Lecturer  | MA                   | 2                   |
| 10    | Manjusha S Nair                 | Guest<br>Lecturer  | MA                   | 2                   |

### 2 Student profile – entry level competencies, socioeconomic status, language proficiency etc.



### Courses to which admitted

Students are admitted according to the guidelines fixed by the university. Eventhough pass in plus two and pass with 50% marks are the minimum requirements for degree and P.G entry only students with high first class normally get admission.Eventhough the Department is not a research centre active research is occurring under Dr S Krishna Kumar, the Head of the department.

| <b>Sr No</b> | <b>Course</b>                | <b>Qualification</b> | <b>No.of Applicants</b>  | <b>No.admitted students</b> |
|--------------|------------------------------|----------------------|--------------------------|-----------------------------|
| 1            | 3 Year Degree                | Pass in +2           | 1500-2000                | 60                          |
| 2            | 2 Year Post graduate Degree) | Degree in Economics  | (Admitted by University) | 20                          |

### Student details

| <b>Sr no</b> | <b>Course</b> | <b>No of students</b> | <b>Boys</b> | <b>Girls</b> | <b>SC/ST</b> | <b>Minority</b> | <b>Financially Backward</b> |
|--------------|---------------|-----------------------|-------------|--------------|--------------|-----------------|-----------------------------|
| Eco          | IBA (main)    | 66                    | 33          | 33           | 11           | 6               | 34                          |
|              | 11BA(main)    | 58                    | 27          | 31           | 11           | 4               | 28                          |
|              | 111BSc(main)  | 58                    | 27          | 31           | 10           | 5               | 27                          |
|              | 1PG           | 17                    | 5           | 12           | 3            | 1               | 11                          |
|              | 11PG          | 11                    | 2           | 9            | 2            | -               | 7                           |
|              | Ph.D          | 3                     | -           | 3            |              |                 |                             |
|              | I Subsidiary  | 94                    | 35          | 58           | 18           | 9               | 55                          |
|              | 11 Subsidiary | 82                    | 31          | 51           | 16           | 8               | 42                          |

### **3 Changes made in the courses or programmes during the past two years and the contribution of the faculty to those changes**

The PG syllabus was revised during 2008 and the UG curriculam and course structure was revised during 2010.The institution has now two streams for the degree course, the annual programme and the semester programme.

#### 4 Trends in the success and drop out rates of students during the past two years

| Year     | Appeared |    | First class |    | Second class |    | Third class |    | Percentage |    | Uty.average |    |
|----------|----------|----|-------------|----|--------------|----|-------------|----|------------|----|-------------|----|
|          | UG       | PG | UG          | PG | UG           | PG | UG          | PG | UG         | PG | UG          | PG |
| 2009(UG) | 38       | 14 |             | 5  | 6            | 6  | 25          | -  | 81.5       | 82 |             |    |
| 2010(UG) | 37       | 13 | 2           | 5  | 8            | 6  | 22          |    | 86.4       | 85 |             |    |

#### 5 Learning resources of the departments - library, computers, laboratories and other resources

| No of Books | Reference Books | Journals | Computers | Digital class room |
|-------------|-----------------|----------|-----------|--------------------|
| 3217        | 749             | 5        | 3         | 1                  |

#### 6 Modern teaching methods practiced and use of ICT in teaching – learning

Lecture method is the principal means of syllabus transaction. Seminars, assignments and group discussions are also practiced and these are now essential components of the new CBCSS system for degree course. After the incorporation of smart class rooms computer aided teaching is extensively practised by all teachers. Student seminars also utilize this facility.

#### 7 Participation of teachers in academic and personal counseling of students

The tutorial system provide the best opportunity for academic and personal counseling. The new CBCSS stream for degree courses the identification of a faculty adviser whose duty is to provide suitable advice to the students in the matter of selection of courses. The faculty advisor now functions as the group tutor also and give necessary advice and help to the students as and when it is needed. The three parent teacher meetings which we organize for all classes every year also provide the opportunity for free interactions . problems identified by the faculty advisor during these sessions are brought to the notice of professionals.

#### 8 Details of faculty development programmes and teachers who have been benefited during the past two years

Dr Prema who retired from service took her PhD under FIP. Now two teachers, Mini M Nair, and Kishore are deputed for PhD under FIP.All the teachers are attending the orientation and refresher programmes of the UGC regularly.

**9 Participation / contribution of teachers to the academic activities including teaching , consultancy and research**

Dr Krishna Kumar is an approved guide of the University of Kerala. Three students are working under him for their PhD. S Sreekumaran nair, former HoD was a member of the P G Board of studies of the University of Kerala.

**10 Collaboration with other departments/ institutions, at the State, National and International levels, and their outcome during the past two years**

Dr Krishna Kumar is a life member of Indian institute of Public Administration, Institute for study of Development Areas and a member of the social science faculty of the university. He is also a member of the working group on poverty and Employment(Eleventh Plan) of the Government of Kerala.

**11 Priority areas for Research and details of the ongoing projects, important and noteworthy publications of the faculty, during past two years**

The Department has completed 7 projects so far. The principal areas of research are Kerala Economics and micro economics. The department has brought out 10 publications during the past two years.

**12 Placement record of the past students and the contribution of the department to aid student placements**

The department regularly organises NET coaching classes for PG students. Many members on the faculty offer their services to the career and placement cell of the college in the capacity of faculty for organizing coaching classes for competitive examinations.

**13 Plan of action of the department for the next five years**

- a) Make the Department a research centre of the University.
- b) Improvement of academic output qualitatively and quantitatively.
- c) Incorporate more IT content in teaching and learning.

## 10. DEPARTMENT OF ENGLISH

### 1. Faculty Profile – Adequacy and competency of faculty

The Department of English has a very competent and expert faculty. All the teachers have more than 20 years of teaching experience. The faculty actively and regularly takes part in extension and co-curricular activities. Faculty members regularly participate in national and international seminars in various parts of the country. Mrs. G.Usha, the head of the department was the Principal Investigator of the UGC sponsored project titled ‘ **Development of Oral Communication Skills Among Rural Students at the Tertiary Level**’. Two of the faculty members, Mr. Remeshan Nair and Madhusoodanan Pillai conducted an add-on course for improving the communication skills of the second year and final year degree students. Mr. Mohas Das undertook consultancy assignments of the World Bank, UNICEF, DFID and the like. He also edits and publishes a research journal, ‘**English Activities Update**’, recognized by the University as a Research Journal. He is also the coordinator of the Centre of Faculty Research Development in English, a professional body of English language teachers in the state. Mr. Madhu and Gopakumar edit and publish special teaching notes of various classes. Mr. Sreekumar is a known media personality who conducts TV programmes on tradition and culture.

Tabulated factual data

| ISI No. | Name                        | Project / Consultancy  | Agency   |
|---------|-----------------------------|--|--|
| 1.      | G. Usha                     | Principal Investigator of Project entitled Development of Oral Communication Skills Among Rural students at the Tertiary Level                                       | UGC Sponsored                                  |
| 2.      | K.R.Madhusoodanan Nair(FIP) | Career Guidance  |  |
| 3.      | S. Sreekumar                | Presenter in Various TV channels<br>columnist in Print Media Culture,<br>Astrology, Vasthu Consultant,<br>Nameology Consultancy for Serials,<br>Films and Literature | Centre of faculty<br>& Research<br>Development |

## Faculty Profile

| Sl. No. | Name                     | Educational Qualifications | Designation     | Experience |
|---------|--------------------------|----------------------------|-----------------|------------|
| 1       | G Usha                   | MPhil                      | Asso. Professor | 30         |
| 2       | Sudha devy P             | MA                         | Asso. Professor | 27         |
| 3       | S Suhas                  | MA                         | Asso. Professor | 28         |
| 4       | S Sreekumar              | MA                         | Asso. Professor | 26         |
| 5       | R Gopakumar              | MPhil                      | Asso. Professor | 26         |
| 6       | A-Padminikutty           | MPhil                      | Asso. Professor | 28         |
| 7       | Madhusoodanan Pillai K R | MA,BEd                     | Asso. Professor | 21         |
| 8       | Raj C R                  | MA                         | Asso. Professor | 24         |
| 9       | Dr Asha K Nair           | MPhil, Ph.D.               | Asso. Professor | 16         |

### **2. Student profile – entry level competencies, socio economics status, language proficiency etc.,**

The department conducts UG course in English Language and literature. The annual intake is 30 students. Though the minimum entry level requirement is a +2 pass, most of the students selected for the course have first class and distinction. The socio – economic status of majority of these students is very weak. A large number of them come from rural background and it is a remarkable achievement of the Department that they are able to secure first class and high second class when they pass out. However, it must be admitted that the articulation / communication skills of the students are poor compared to their written skills. The department continuously organizes presentation

sessions and seminars to help the student come out of their inhibition and better their communication skills.

| <b>Sr no</b> | <b>Course</b> | <b>No of students</b> | <b>Boys</b> | <b>Girls</b> | <b>SC/ST</b> | <b>Minority</b> | <b>Financially Backward</b> |
|--------------|---------------|-----------------------|-------------|--------------|--------------|-----------------|-----------------------------|
| Eng          | IBA (main)    | 40                    | 18          | 22           | 8            | 2               | 14                          |
|              | 11BA(main)    | 35                    | 20          | 15           | 7            | 3               | 10                          |
|              | 111BSc(main)  | 32                    | 13          | 29           | 6            | 3               | 11                          |

### **3. Changes made in the courses or programs during the past five years and the contribution of the faculty to those changes**

As far as courses and programs are concerned, the university is responsible for making changes in it. Recently the Choice Based Credit and Semester System (CBCSS) has been introduced for degree classes. Unlike the earlier programme with many optional papers, the CBCSS divides the papers into core and elective groups giving students choice to select. The elective are also interdisciplinary in nature. The faculty members from our department (Mrs. Sudha Devy and Mr. K. R. Madhusoodanan Nair) actively participated in workshops conducted by the University for the design and implementation of the new system.

### **4. Trends in the success and drop out rates of students during the past five years**

| <b>Year</b> | <b>Appeared</b> | <b>% of pass</b> | <b>I Class</b> | <b>II Class</b> | <b>III Class</b> | <b>Total Nos</b> |
|-------------|-----------------|------------------|----------------|-----------------|------------------|------------------|
| 2005        | 40              | 62.50%           | 4              | 7               | 14               | 25               |
| 2006        | 33              | 90.90            | 5              | 15              | 10               | 30               |
| 2007        | 38              | 73.68            | 6              | 11              | 11               | 28               |
| 2008        | 37              | 75.6             | 4              | 5               | 19               | 28               |
| 2009        | 30              | 73               | 6              | 11              | 5                | 22               |
| 2010        | 30              | 67               | 4              | 11              | 5                | 20               |

The Department has consistently maintained good academic progress. The results are much above the University average which has been in the fifties all these years.

**5. Learning resources of the department – library, computers, laboratories and other resources**

The Department has a well maintained library and the collection contains titles on language and literature. Students are issued books on a regular basis and one teacher is assigned charge of the library. Every alternate week, students are required to make presentations in a seminar mode, based on their subject of study. The department also has a VCD player and TV set for showing videos and films.

**6. Modern teaching methods practiced and use of ICTs in teaching – learning**

With the introduction of CBCSS, teachers have come to experiment with modern teaching methods and also use ICTS for effective transaction. Students are encouraged to surf the Web extensively for making presentations and assignments. The teachers also use the large resources available in the Web for lesson preparation. A state of the art multi media language lab and a smart class are proposed to be installed. The language lab will enable students to acquire proficiency in the four basic principles of learning – listening, speaking, Reading & Writing (LSRW)

**7. Participation of teachers in academic and personal counseling of students**

As already mentioned, majority of the students come from rural and economically weak background and they find it difficult to cope with the urban setting of the college. Faculty members support students who seek academic guidance. Occasionally the faculty supports financially weak students with text books and notebooks. The PTS meetings conducted at regular intervals help to gain a better understanding of the background of the students. Appropriate counselling sessions are arranged in association with psychology / sociology departments to help the students.

**8. Details of faculty development programmes and teachers who have been benefited during the past five years**

One of the faculty Mr. Madhusudanan Pillai has availed of F.I.P and has registered for Ph. D Teachers regularly attend workshops and conferences to update themselves on the latest developments in their respective fields.

**9. Participation / contribution of teachers to the academic activities including teaching, consultancy and research**

The faculty actively takes part in academic activities including consultancy and research. Faculty members have given extension lectures in other institution. Mr. Mohandas has undertaken training sessions in the DC school of Management, Marian College, Kuttikanam, UKF College of Engineering, Musliar College of Engineering etc. He is also a member of the Expert committee of IGNOU formed to formulate a course and course material on improving communication skills in the BPO sector. Mr.R. Gopakumar, Mr. Mohandas and Mr. Madhusudanan Pillai developed multi – media content for language labs in association with ETNL language labs, Ernakulam. Mr. Mohas Das has also coordinated a nationwide survey to collect voice samples of non – native English speakers in the country of TOEIC. He has also been a member of the expert committee to review the curriculum and teaching methodology of the high schools of Bihar.

**Consultancy Services offered by the Faculty**

| <b>Sl. No.</b> | <b>Name of the Teachers</b>   | <b>Consultancy Offered</b>  |
|----------------|-------------------------------|---|
| 1.             | G. Usha                       | Co-ordinator, Academic Council Saraswathi Vidyalaya Senior Higher Secondary CBSE School under Ananthapuri Educational Society, TVM        |
| 2.             | Mr. S. Sreekumar              | Culture, Tradition, Nameology in Literature, Media Consultancy, Astrology, Vasthu, CTV Presenter and Columnist.                           |
| 3.             | Mr. R. Gopakumar              | Educational Consultancy, content Development for Language Lab; Resource Person in Achuthamenon Study Centre for courses offered by IGNOU. |
| 4.             | Mr. K.R. Madhusoodanan Pillai | Development of multi – media content for language labs in association with ETNL Language Labs, Ernakulam                                  |



**10. Collaboration with other departments/ institutions, at the State, National and International levels, and their outcome during the past five years**

The department has proposed to set up a multimedia language lab in association with the departments of Hindi and Malayalam. The department has also initiated a programme for improving employability skills of SC/ST students in association with Tata Foundation. Students from the departments of sociology, commerce, physics, Chemistry etc. participated in this 3 months programme. Mr. Mohandas of this department collaborated with IGNOU, and NASSCOM to design and develop the course of BPO industry.

**11. Priority areas for Research and details of the ongoing projects, important and noteworthy publications of the faculty, during past five years**

Two faculty members are engaged in research on the following topics:

1. Madhusoodanan Pillai : *The contribution of Mahesh Dattani to Indian drama in English.*
2. Mohas Das: *Theoretical and transactional aspects of teaching of English in primary schools.*

**12. Placement record of the past students and the contribution of the department to aid student placements**

Most of the students who completed the degree programme in English were able to get placement in various sectors –

- in electronic media as reporters, programme anchors, presenters, news reporters
- in print media as reporters, sub editors, stringers
- in IT sector as web content developers, call centre executives, BPO executives, medical transcriptionist
- in teaching – as school / college teachers.
- In PSUs, bank and Govt. departments – as officers and clerks

In addition to the above some students are working as managers in various private sector companies after doing their M.B.A

### **13. Plan of action of the department for the next five years**

The department runs only UG courses. However, the Action Plan proposed, also focuses on improving English and Communication skills of students of other degree subjects of the college as well.

1. Setting up a multi – media language lab

The department has already initiated steps to set up a state – of-the-art multimedia language lab to train students in Spoken English. This will be done in collaboration with the departments of Hindi and Malayalam.

2. Conduct pre-placement training programmes for final year students in association with the Placement Cell of the college.

3. Conduct remedial coaching classes for academically weak students

4. Starting PG courses – It has been a long cherished dream of the department to start MA programme in English language and literature and make it a research centre. The department is initiating steps to make it true.

5. A few schools had approached the Department in the past to conduct orientation courses for students in their schools. The department aims to support two schools every year in this respect.

6. The department conducted a national seminar on the topic ‘ICTs in teaching and learning of English’ a couple of years ago. The workshop generated lot of enthusiasm among teachers. As a sequel to it, the department proposes to organize an international conference Web 2.0 technologies and social media learning next year.

7. Because of its capability in multimedia content development the department proposes to develop multi media materials on key topics related to communication and English Language Teaching.

8. Lastly but most importantly, the department proposes for itself a challenging task of attaining 100% pass for all the students of the UG Course appearing for the university exams. The department also proposes to conduct counselling sessions in association with IT and media industry for exploring placements for students in these sectors.

## 11. DEPARTMENT OF HISTORY

### 1. Faculty profile – adequacy and competency of faculty

Dr. S. Nirmala M.A., Ph.D., Post Graduate Diploma in Epigraphy

Dr. B. Remadevi M.A., M.Ed., Ph.D,

Ms. Bindu K Ravi M. A. M.Phil., NET

### 2. Student profile – entry level competencies, socio economic status, language proficiency etc.

Entry level competencies

Year 2009-10 Total Strength of students (Nos.) 31

| Grade (percentage) | Number |
|--------------------|--------|
| Above 80           | Nil    |
| 70-80              | Nil    |
| 60-70              | 04     |
| 50-60              | 18     |
| Less than 50       | 09     |

Year 2010-11 Total Strength of students (Nos.) 39

| Grade (percentage) | Number |
|--------------------|--------|
| Above 80           | Nil    |
| 70-80              | Nil    |
| 60-70              | 06     |
| 50-60              | 20     |
| Less than 50       | 13     |

Social status

Year 2009-10 Total Strength of students (Nos.) 31

| Community | Number |
|-----------|--------|
| Forward   | 18     |

|     |     |
|-----|-----|
| OBC | 06  |
| OEC | 01  |
| SC  | 06  |
| ST  | Nil |

Year 2010-11 Total Strength of students (Nos.) 39

| Community | Number |
|-----------|--------|
| Forward   | 23     |
| OBC       | 08     |
| OEC       | 02     |
| SC        | 06     |
| ST        | Nil    |

Economic status

Year 2009-10 Total Strength of students (Nos.) 31

Year 2010-11 Total Strength of students (Nos.) 39

| Annual Income (Rs.) | Number  |         |
|---------------------|---------|---------|
|                     | 2009-10 | 2010-11 |
| Above 2 lakh        | 01      | 04      |
| 1,00,000- 2,00,000  | 00      | 00      |
| 50,000- 1,00,000    | 02      | 00      |
| Below 50,000        | 28      | 35      |

Language proficiency

Year 2009-10 Total Strength of students (Nos.) 31

Year 2010-11 Total Strength of students (Nos.) 39

| Category  | Number  |         |
|-----------|---------|---------|
|           | 2009-10 | 2010-11 |
| Very Good | 00      | 00      |
| Good      | 02      | 02      |
| Poor      | 29      | 37      |

**3. Changes made in the courses or programmes during the past two years and the contribution of the faculty to those changes**

The department identified socially, economically and intellectually weak students in every year and conducted remedial classes for intellectually weak students. These classes were mainly for explaining difficult portions in detail and giving guidelines for answering previous years question papers. It allowed them to score better marks in the university examinations. Besides, enrichment classes were conducted for bright students and it granted strength to them to appear competitive examinations, debates, elocution competitions etc. Spoken English classes were also conducted for developing communication skill.

**4. Trends in the success and drop out rates of students during the past two years**

| <b>Year</b> | <b>Success rate</b> | <b>Total Strength</b> | <b>Dropout</b> |
|-------------|---------------------|-----------------------|----------------|
| 2009-10     | 96.15               | 31                    | 3              |
| 2010-11     | 98.00               | 39                    | 3              |

**5. Learning resources of the departments – library, computers, laboratories and other resources**

Library – Books (901), CDs & Maps

Computer -1

**6. Modern teaching methods practiced and use of ICT in teaching - learning**

Teachers prepare notes by referring standard books and journals and print out of them are distributed to students. CDs relating to places are found to be much useful to teach the subject Tourism. CDs also helped for conducting seminars effectively. Power point presentation is also in practice.

**7. Participation of teachers in academic and personal counseling of students**

Enrichment and remedial classes were conducted for bright and weak students respectively. Tutorial meetings were conducted regularly on a periodic basis.

Data on the socio economic status of the students were collected. They were individually counseled, very minute details; both personal & family were collected and recorded.

Students were given chance to open their hearts

**8. Details of faculty development programmes and teachers who have been benefited during the past two years**

Nil

**9. Participation/contribution of teachers to the academic activities including teaching, consultancy and research**

Nil

**10. Collaboration with other departments/institutions, at the state, national and international levels, and their outcome during the past two years**

Nil

**11. Priority areas for research and details of the on going projects, important and noteworthy publications of the faculty during the past two years**

One minor project of .Rs.50000 (UGC)

**12. Placement record of the past students and the contribution of the department to aid student placements**

Most of them employed in private field such as ICICI, Airtel

**13. Plan of action of the department for the next five years**

Impart computer training to all students

To setup history museum and documentation centre to make history teaching more effective and to save teaching time.

For helping students to experience historical knowledge directly, teaching aids of various types – printed, audio & video are to be collected.

**12****DEPARTMENT OF SOCIOLOGY**

The department of Sociology started functioning during 1980. It offers UG course leading to bachelors degree in Sociology and provide course in subsidiary sociology to the English main students.

**1) Faculty Profile, adequacy and Competency of Faculty**

| <b>Sl. No.</b> | <b>Name</b>            | <b>Educational Qualifications</b>         | <b>Designation</b>  | <b>Teaching and Research Experience</b> | <b>Specialization</b>   |
|----------------|------------------------|---|---------------------|---|---|
| 1.             | Dr. Sarita. R.         | MA, M.Phil,<br>Ph.D                       | Assistant Professor | 5 years                                 | Gerontology   |
| 2.             | Smt. Subalekshmi G.S.  | MA., M.Phil<br>NET                        | Assistant Professor | 11 months                               | Gerontology   |
| 3.             | Shri. N.K. Sunil Kumar | MA, M.Ed.<br>SET, NET<br>NET in Education | Assistant Professor | 11 months                               | Sociological relevance of Gandhian Education, with special emphasis to women, Dalit & Environment |

**2) Student profile according to programs of study, gender, region etc****BA Course**

| <b>Class</b>            | <b>Men</b> | <b>Women</b> | <b>Total</b> |
|-------------------------|------------|--------------|--------------|
| BA First year programme | 13         | 32           | 45           |

|                      |    |    |    |
|----------------------|----|----|----|
| II <sup>nd</sup> DC  | 26 | 14 | 40 |
| III <sup>rd</sup> DC | 7  | 27 | 34 |

There is a very high demand for the course, with large number of students admission. Further, it is gratifying to note that, more than 50 % of the students are girls, coming from poor rural backgrounds.

**3) Changes made in the courses or programmes during the past five years and the contribution of the faculty to those changes.**

The Kerala University has introduced choice based credit system at degree levels from the year 2010-11. The syllabus for second and third year degree course has not been revised in the past five years. Teachers contributed to frame the syllabi based on their field of specialization

**4) Trend in the success rate and drop out of students during the last five years.**

The success rate of the students is about 70 to 75 % during the last 5 years. Since inception of the department, most of the first rank holders of the University have emerged from this college. We had first rank in the year 2006, 2008 and 2009 and second rank in the year 2007 and 2010. The dropout rate is about 5 percent.

**5) Learning resources of the department like Library, Computers, Laboratories and other such resources.**

There is a departmental library with 950 books. In addition journals subscribed by the faculty being made available to the students. The department is provided with a laptop and LCD projector for class room teaching. The computer facility has greatly enhanced the effectiveness of teaching – learning process. .

**6) Modern Teaching methods in practice other than the lecture method.**

In addition to the lecture method, the faculty conducts class seminars every week in which the students participate very enthusiastically. In addition, methods like quiz, discussions, tutorials etc. are also programmed by the faculty to benefit the students. Remedial teaching is arranged for the needy students after the regular class hours. Guest lectures by visiting faculty



are also arranged. Teachers also guide the students to prepare for competitive examinations. Teachers extensively use internet and multimedia projection in the class room teaching.

**7) Participation of teachers in academic and personal counseling of students.**

The students are given freedom to consult their teachers to clarify their doubts or seek extra explanation from them. Counseling of the student is undertaken by teachers to solve their personal problems also. Orientation programme is organized for the fresher’s to introduce them to the college atmosphere and buildup the gap in school and college curricula..

**8) Details of faculty development programmes and teachers who benefited during the past five years.**

All faculty members have attended the orientation courses and one refresher course organized by Kerala University. All the three faculty members have attended the workshops organized by Kerala University in connection with the introduction of CBCS at degree level.

**9) Participation of teachers in academic activities other than teaching and research**

Teachers are actively participating in seminars, conference, workshops and symposia at state, National and International level and have presented papers, chaired sessions and served as Discussants and Rapporteurs. One of the faculty Dr. Sarita. R. is a member of BOS and is actively involved in academic activities.

**10) Details of the ongoing projects and projects completed during the last five years.**

Dr. Sarita. R., Assistant Professor in the department is doing one minor project of UGC on “Adaptation of the Elderly to the changing pattern of life of Kerala Community” worth Rs. 45,000/-

**11) Publications of the faculty for the past five years. Details regarding citation index and impact factor analysis.**

|                 |   |  |                                     |                       |
|-----------------|---|--|-------------------------------------|-----------------------|
| Subalekshmy G S | 1 | Effectiveness of family counselling Services-a Case study                    | Acadamy of Juridical Studies,       | Vol; 3, No: 2<br>2007 |
|                 | 2 | Socio- Economic problems and survival strategies of women Headed House Holds | Journal of Extension and Research , | Vol: 11<br>No:2,2008  |

## **12) Participation of the Department in the extension activities of the University**

The students of the department and the teachers actively participate in NSS & NCC activities. Shri. N.K. Sunil Kumar is actively associated with NSS unit of the University and he is the programme officer. He has been working as the mentor of “ACQUIRE” scholarship programme of the university of Kerala for the social science students.

## **13) Placement record of the past students and the contribution of the Department to the student placements.**

Majority of sociology students are employed as social workers, counselors, teachers etc. The Department provides information and guidance about job opportunities. The department places its students for training during their course requirements as a result of which students come across with many job opportunities and ultimately enter the world of work.

## **14) Significant achievements of the departments or faculty or students during past five years.**

1. Organised one day seminar on “Solid Waste Management” sponsored by KSCSTE on January 20<sup>th</sup> 2010.
2. Organized two day seminar on “Multi disciplinary perspectives on Suicide” jointly with psychology department on 28<sup>th</sup> & 29<sup>th</sup> October, 2010.

One of our faculty Shri. N.K. Sunil Kumar has been presenting live career quiz in AIR Calicut. Presenting ‘Kavyanjali’ in AIR Calicut. He has been conducting Examination and Personality Development counselling programmes for adolescents. He has also attended as a Board member in Interview Board for the selection of HSS teachers.

One of our student Kannan. S has qualified UGC-NET lectureship. Saranya. S. a past student was selected to participate in the national level swimming competition. Many students have won first prize at the state level, quiz, speech and debate competition held by Kerala University in the past five years.

Mr. Pradeesh Kumar, Mr. Kannan S. , Miss Krishna. S. are first rank holders, Miss Gayatri, and Miss Indu are second rank holders and Miss. Jayalekshmi and Miss. Veena bagged third rank in the past five years in the Degree examination held by Kerala University.

## **15) Plan of action of the Department for the next five years**

### **1 Curricular activities**

1. Enrich the curriculum with practical sessions. Students will be trained to practice the theoretical principals they learn in class rooms.
2. Smart class room with LCD facilities.
3. Improvement of library facilities with more volumes and journals.
4. Internet facilities to students in Departments.
5. Class room library.

### **2.Co-curricular activities**

Since, the subject sociology is dealing with the study of society, our learning will be complete only if we incorporate field trips, debates, etc..... into our co-curricular events. We have to conduct the following programmes.

- 2.1. Field trips
- 2.2. Debates
- 2.3. Seminar
- 2.4. Focus group discussion
- 2.5. Brain storming session
- 2.6. Career guidance programme.
- 2.7. Career talks
- 2.8. Personality development session
- 2.9. Public relation programme
- 2.10. Department magazine

**13****DEPARTMENT OF PSYCHOLOGY**

Department of Psychology started functioning in the year 1948. Mahatma Gandhi college is one of the very few colleges in the state of Kerala that offer degree programme in Psychology

**1. Faculty profile - adequacy and competency of faculty**

| Sr No | Name                | Experience | Qualification | Publications | Projects |
|-------|---------------------|------------|---------------|--------------|----------|
| 1     | Dr Mridula nair     | 29         | PhD           | 2            |          |
| 2     | Dr N Adithi         | 27         | PhD           | 5            | 2        |
| 3     | Dr V P Vanajakumari | 26         | PhD           | 2            |          |
| 4     | Prathibha           | 2          | MA, MPhil     |              |          |

**2. Student profile – entry level competencies, socioeconomic status, language proficiency etc.,**

Courses to which admitted

| Sr No | Course        | Qualification | No. of Applicants | No. of students |
|-------|---------------|---------------|-------------------|-----------------|
| 1     | BA Psychology | Pass in +2    | 700-800           | 32              |

Student details

| Sr no | Course      | No of students | Boys | Girls | SC/ST | Minority | Financially Backward |
|-------|-------------|----------------|------|-------|-------|----------|----------------------|
| 1     | IBAmain)    | 38             | 18   | 20    | 5     | 3        | 15                   |
| 2     | 11BA(main)  | 32             | 12   | 20    | 4     | 5        | 16                   |
| 3     | 111BA(main) | 28             | 18   | 10    | 3     | 4        | 15                   |

### **3.Changes made in the courses or programmes during the past two years and the contribution of the faculty to those changes**

University revises the syllabus once in three years. The curriculum and syllabus of the degree course was revised in 2010 consequent of the introduction of the semester system.

Trends in the success rates of students during the past two years

| <b>Year</b> | <b>Appeared</b> | <b>First class</b> | <b>Second class</b> | <b>Third class</b> | <b>Percentage</b> | <b>Ranks</b> |
|-------------|-----------------|--------------------|---------------------|--------------------|-------------------|--------------|
| 2009(UG)    | 22              | 2                  | 3                   | 9                  | 50.1              |              |
| 2010(UG)    | 25              | 10                 | 4                   | 3                  | 88                |              |
| 2010-11     | 26              | 10                 | 4                   | 9                  | 94                | First rank   |

### **4.Learning resources of the departments - library, computers, laboratories and other resources**

Library Resources

| <b>No of Books</b> | <b>Reference Books</b> | <b>Journals</b> | <b>Computers</b> |
|--------------------|------------------------|-----------------|------------------|
| 638                | 59                     | 3               | 2                |

### **5. Modern teaching methods practiced and use of ICT in teaching – learning**

The class room teachings are now being supplemented by ICT techniques including multimedia projection and internet. Teachers invariably give assignments and organize seminars to strengthen the class room teaching.

### **6.Participation of teachers in academic and personal counseling of students**

Counseling service is an extension programme of the Department and the teachers as well as the senior students are engaged in offering their services. The Department organized PTA meetings regularly. These are found to be very effective in identifying the problems faced by the class as a whole as well as the difficulties of individual students.

**7.Details of faculty development programmes and teachers who have been benefited during the past five years**

The teachers of the Department are the senior most members in this discipline in the University and are frequently invited as resource persons in orientation as well as refresher courses.

**8.Participation / contribution of teachers to the academic activities including teaching , consultancy and research**

All the senior members on the faculty are very active in consultancy, extension activities and media. Dr Mridula Nair is the chairman of the UG examinations in Psychology. Dr Adithi is involved in the online academic sessions of EDUSAT. Dr Vanajakumari is a member of Kerala Manasasthra Parishad. The members in the faculty frequently lead the Psychology sessions in radio and TV channels.

Participation in Seminar/workshop as resource person

|   | <b>Name of teacher</b> | <b>Programme</b> | <b>Number</b> | <b>Details of participation</b> |
|---|------------------------|------------------|---------------|---------------------------------|
| 1 | Dr Mridula Nair        | Seminar          | 54            | Resource person                 |
| 2 | Dr N Adithi            | Seminar          | 33            | Subject Expert/ Resource Person |

**9.Collaboration with other departments/ institutions, at the State, National and International levels, and their outcome during the past two years**

| <b>No</b> | <b>Faculty</b>   | <b>Association</b>   |
|-----------|------------------|--|
| 1         | Dr. Mridula Nair | 1.Care & Share Psychological services<br>2.Rotary international<br>3.Lion’s Club<br>4.Mathrubhoomi Grihalakshmi vedi<br>5.Alzheimer’s & Related disorders society of India |

|   |                     |  |
|---|---------------------|--|
|   |                     | 6. Altyuse ( world Malayalee Association)<br>7. Panel expert in Adolescent crisis management by Malayala Manorama & Mathrubhoomi<br>8. Asianet T.V ,Asinet news, I, Kairali, Mnorama news, JaiHind, Victors Doordarshan etc:<br>9. Manasastra Parishat   |
| 2 | Dr N Adithi         | 1) FOCUS (Forum for Creative and Unique Services)<br>2) National Service Scheme, M G College Unit<br>3) Kerala Manasasthra Parishath<br>4) Acquire Scholarships by Higher Education Council, Government of Kerala<br>5) State Resource Center, Govt. of Kerala<br>6) Kerala State Women's Development Corporation for Resource generation and Subject expert for their Pre-marital Guidance programs<br>7) Adolescent Crisis management by Malayala Manorama |
| 3 | Dr V P Vanajakumari | 1. Kerala Manasasthra Parishad<br>2. Community Psychology Association of India   |

**10. Priority areas for Research and details of the ongoing projects, important and noteworthy publications of the faculty, during past two years**

Research areas

| Sr No | Research areas                           | Faculty involved      | Out put                    |
|-------|--|-----------------------|----------------------------|
| 1     | Adolescent psychology, Twice exceptional | Dr N Adithi           | 2 Projects, 5 publications |
| 2     | Mental health                            | Dr Mridula Nair       | 2 publications             |
| 3     | Adolescent psychology                    | Dr. V.P, Vanajakumari | 2 Publications             |

## Projects

| No | Name of Project   | Faculty     | Period  | Status    | Agency & Amount |
|----|---|-------------|---------|-----------|-----------------|
| 1  | A Study On The 'Twice Exceptionals' Among The Physically Challenged In Kerala | Dr N Adithi | 2 years | Completed | UGCRs 65000     |
| 2  | A Study On Life Skills Among the Adolescents In Kerala                        | Dr n Adithi | 2 years | Ongoing   | UGC 1,00,000    |

### **11. Placement record of the past students and the contribution of the department to aid student**

The department has a special program for training the students in counseling. The practical skill for this is provided through the extension programmes organized through the mental health club, the extension activity wing of the department. The students who has this training get employment as counselors and counseling assistants in hospitals. D Mridula nair, Head of the department is the convenor of the placement cell of the college.

### **12. Plan of action of the department for the next five years**

- 1 Modernise of the laboratory and procure advanced equipments.
- 2 Prepare cabins for counseling.
- 3 Try to start post graduate programme.



## 14. DEPARTMENT OF SANSKRIT

### 1. Faculty profile - adequacy and competency of faculty

The institution offers Sanskrit as an additional language to the degree students and it is also one of the subject of study for M A Malayalam.

| Sr No | Name                | Designation     | Qualification | Teaching experience |
|-------|---------------------|-----------------|---------------|---------------------|
| 1     | Dr C Lalitha kumari | Asso. Professor | PhD           | 17 years            |

### 2. Student profile – entry level competencies, socioeconomic status, language proficiency etc.

Sanskrit is one of the subjects of study for MA Malayalam and it is also offered as an additional language for BA/BSc/BCom programmes.

Student details

| Sr no | Course                | Boys | Girls | Total | Pass %<br>2009 | Pass %<br>2010 |
|-------|-----------------------|------|-------|-------|----------------|----------------|
| 1     | BA/BSc 1& 2 semester  | 18   | 45    | 63    | 100            | 100            |
| 2     | BA/BSc 3 & 4 semester | 21   | 36    | 57    | 100            | 100            |
| 3     | MA Malayalam          | 3    | 15    | 18    | 100            | 100            |

### 3. Changes made in the courses or programmes during the past two years and the contribution of the faculty to those changes

The syllabus of the degree programmes was thoroughly revised during 2010 when the new CBCSS was introduced for the degree courses. Dr C Lalithakumary worked as a member of the committee that drafted the new syllabus.

### 4 Trends in the success and dropout rates of students during the p revised two years

The pass percentage is 100 and dropout rate zero.

**5 Learning resources of the departments - library, computers, laboratories and other resources**

The Department functions in association with the department of Malayalam. All the facilities available with the department of Malayalam are available to the faculty of Sanskrit also.

**6 Modern teaching methods practiced and use of ICT in teaching – learning**

Lecture method is the principal means of curriculum transaction. Seminars and assignments contribute to increase the versatility of class room teaching.

**7 Participation of teachers in academic and personal counseling of students**

The PTS meetings provide a good opportunity to the teachers to interact with the parents and students on matters outside the normal class room topics.

**8 Details of faculty development programmes and teachers who have been benefited during the past two years.**

Dr C Lalithakumari attend seminars and workshops on the subject organized by other institutions.

**9 Participation / contribution of teachers to the academic activities including teaching , consultancy and research**

The faculty actively involves in the clubs and committees functioning in the institution.

**10 Collaboration with other departments/ institutions, at the State, National and International levels, and their outcome during the past two years**

Since Sanskrit is a subsidiary subject in this college the scope of collaborations are limited.

**11 Priority areas for Research and details of the ongoing projects, important and noteworthy publications of the faculty, during past two years**

Published a book titled ‘Laghudharma Prakasika – A study’

Published papers – 3

Attended 10 seminars

**12 Placement record of the past students and the contribution of the department to aid student placements**

This is only a subsidiary department and since the students belong to different disciplines, the activities in this direction are limited.

**13 Plan of action of the department for the next five years**

- a) Programmes for highlighting the tradition and strength of Sanskrit literature.
- b) Seminars and discussions on vedantha.

## 15. DEPARTMENT OF RUSSIAN

### 1. Faculty profile - adequacy and competency of faculty

The institution offers Russian as an additional language to the degree students and this is the only college under the University of Kerala where this facility is available.

| Sr No | Name                 | Designation     | Qualification | Teaching experience |
|-------|----------------------|-----------------|---------------|---------------------|
| 1     | Dr Krishna Kumar R S | Asst. professor | PhD           | 6 Years             |

### 2 Student profile – entry level competencies, socioeconomic status, language proficiency etc.

The Department offers Russian as additional language to the first, second, third and fourth semester students of the degree programme. There is an open course in Russian in the 5<sup>th</sup> semester. Since Russian is not offered by any of the schools, the students who choose this language have to start from the beginning of the language study. The knowledge of English simplify the alphabet learning part to a good extent and the teaching uses English and mother tongue Malayalam in the initial stages. The significant achievement of the department is the consistently 100 % success rate and high percentage of marks the students score for the subject.

Student details

| Sr no | Course                | Boys | Girls | Total | Pass %<br>2009 | Pass %<br>2010 |
|-------|-----------------------|------|-------|-------|----------------|----------------|
| 1     | BA/BSc 1& 2 semester  | 17   | 17    | 34    | 100            | 100            |
| 2     | BA/BSc 3 & 4 semester | 10   | 10    | 20    | 100            | 100            |
| 3     | BCom 1& 2 semester    | 7    | 2     | 9     | 100            | 100            |

**3 Changes made in the courses or programmes during the past two years and the contribution of the faculty to those changes**

The syllabus was revised during 2010 during the course of introduction of the new CBCS programme in the degree level.

**4 Trends in the success and drop out rates of students during the past two years**

The pass percentage is 100 and dropout rate zero.

**5 Learning resources of the departments - library, computers, laboratories and other resources**

Since this is a single faculty department, it is attached with the department of Hindi. The library is also attached with the Department library of Hindi. The library holds 50 Russian books. The facilities of the Department of Hindi are available to the faculty in Russian.

**6 Modern teaching methods practiced and use of ICT in teaching – learning**

Seminars and assignments which is an integral part of the new CBCS scheme are practiced for syllabus transaction. The facilities of the language lab are also utilized to make the study more interesting and fruitful.

**7 Participation of teachers in academic and personal counseling of students**

Since the department has students from almost all disciplines, the faculty attends the PTS meetings of all first and second year students.

**8 Details of faculty development programmes and teachers who have been benefited during the past two years**

-Nil-

**9 Participation / contribution of teachers to the academic activities including teaching , consultancy and research**

The department has close association with the Departments of Russian, University of Kerala and University of Mysore All the programmes of the University Department

of Russian have participation of the Department of Russian of Mahatma Gandhi College. Dr. Krishnakumar is a member of BoS, University of Mysore.

**10 Collaboration with other departments/ institutions, at the State, National and International levels, and their outcome during the past two years**

Dr Krishnakumar is the care taker of the NCC Army wing of the institution. He is also the coordinator of the nature club and is associated with many clubs and committees of the institution.

**11 Priority areas for Research and details of the ongoing projects, important and noteworthy publications of the faculty, during past two years**

NA

**12 Placement record of the past students and the contribution of the department to aid student placements**

NA

**13 Plan of action of the department for the next five years**

- a) Start a degree programme in Russian.

## 16. DEPARTMENT OF POLITICAL SCIENCE

Department of Political Science started functioning in the year 1948. The subject at that time was one of the papers for Pre Degree course. Later when degree courses were started it was opted as the subsidiary paper to Sociology and Economics. Currently it is chosen as one of the subsidiary subjects for History main students also

### 1. Faculty profile - adequacy and competency of faculty

The Department has a one member faculty. .

| Sr No | Name                   | Exp | Qual | Pub | Proj | Gui | Ext | Cur | Mem | Sem |
|-------|------------------------|-----|------|-----|------|-----|-----|-----|-----|-----|
| 1     | Dr V Rajendran<br>nair | 30  | PhD  | 12  | 2m   | 3   | 16  | 10  | 6   | 15  |

Exp\*= Experience in years, Qual=Highest qualification, Pub- No. of publications, Proj- No. of projects, M= Major Project. m = Minor project. Gui-No of research students. Ext = Extension activities, Cur = Curriculum development, Mem = Membership in professional & social service organizations, Sem = Seminars attended

### 2. Student profile – entry level competencies, socioeconomic status, language proficiency etc.,

The subject is taught as one of the subsidiaries to Economics and Sociology. The profiles of these students are discussed under those disciplines.

Student details

### 3. Changes made in the courses or programmes during the past two years and the contribution of the faculty to those changes

University revises the syllabus once in three years. The curriculum and syllabus of the degree course was revised in 2010 consequent of the introduction of the semester system. Dr V Rajendran Nair was a member of the Board of studies of Political Science of the University of Kerala from 1998 to 2001 and Chairman of the Board of studies

from 2001 onwards. He was also actively involved in all activities related with the implementation of the new CBCSS programme for the UG courses.

Trends in the success rates of students during the past two years

Subsidiary Department

#### **5. Learning resources of the departments - library, computers, laboratories and other resources**

Library Resources

Since Political Science is taught as a subsidiary subject it is attached with the Department of Sociology. The library has a good collection of the books in the subject.

#### **6. Modern teaching methods practiced and use of ICT in teaching – learning**

Seminars, assignments and projects supplement class room teaching. Internet and projection facilities available in the digital class rooms are also used for teaching.

#### **7. Participation of teachers in academic and personal counseling of students**

The teacher associates with the PTS meetings of the Departments of Economics, Sociology and History.

#### **8. Details of faculty development programmes and teachers who have been benefited during the past five years**

Dr V Rajendran Nair completed his PhD through FIP. He has completed the requisite number of refresher courses and at present is associating with several programmes of the University and ASC as faculty.

#### **9. Participation / contribution of teachers to the academic activities including teaching, consultancy and research.**

Dr.V Rajendran Nair is a research guide of the University of Kerala. He has published 12 papers and has completed two research projects.



1 Industrial Relations in the public sector undertakings of Kerala in the wake of the new industrial and economic policies – sponsored by KRPLD programme of CDS, Trivandrum.

2 A study of the participatory planning efforts of the Kollayil and Kunnathukal grama panchayaths – minor project sanctioned by the UGC during 2006.

3 Impact of Globalisation on the labour in traditional industry: a study of the handloom sector of Neyyattinkara taluk- ongoing minor project of the UGC.

He is also the Executive Editor of the ISDA journal.

**10. Collaboration with other departments/ institutions, at the State, National and International levels, and their outcome during the past two years**

Dr V Rajendran Nair has collaborations with many research institutes and NGO's.

| No | Memberships | Positions           | Agency  |
|----|-------------|---------------------|---|
| 1  | Life Member |                     | Indian Institute of Public Administration,IIPA                |
| 2  | Life Member |                     | Indian Political Science Association, IPSA                    |
| 3  | Life Member |                     | Institute for the study of Developing Areas(ISDA)             |
| 4  |             | Executive Editor    | ISDA Journal  |
| 5  |             | Member and activist | Kerala Sasthra Sahithya Parishad                              |
| 6  |             | Chairman            | Society for Social Research and Environmental Education(SREE) |
| 7  |             | General Secretary   | All Kerala Private College Teachers Association.              |

**11. Priority areas for Research and details of the ongoing projects, important and noteworthy publications of the faculty, during past two years**

Research areas

| <b>Sr No</b> |  | <b>Out put</b> |
|--------------|--|----------------|
| 1            | Panchayath Raj Institutions            | 3 publications |
| 2            | Women empowerment                      | 2 publications |
| 3            | Trade union Movement& labour relations | 6 publications |

Research projects

**12. Placement record of the past students and the contribution of the department to aid student**

NA

**13. Plan of action of the Department for the next five years.**

Secure University and Government sanction for starting a degree course in Political Science.

## **17. DEPARTMENT OF PHYSICAL EDUCATION**

### **1. Faculty Profile**

The department has a two member faculty with the following members

1 R Manoj

2 Dr P A Remesh kumar

Sri. R Manoj has M Phil degree and Dr P A Remesh Kumar has PhD in Physical Education.

The Department have been in constant attempt to see that it becomes a model by coordinating both the competitive as well as the health oriented activities hand in hand so that the whole of student community is benefitted from the programs carried out by the department.

The department maintain a professional approach in retaining our teams at highly competitive level. The sports quota admissions are done transparently while eyeing a special emphasis on getting good talents in the chosen disciplines. The teams in the chosen are prepared with a view to put up good performance in the University Intercollegiate tournaments. Long term coaching camps and practice matches are held prior to proceeding to the intercollegiate tournaments. The teams are equipped with all the possible items of sports kit. The service of the coaches from the University and Kerala Sports Council are sought wherever required. The trainees are provided with refreshments for the session whenever we conduct preparatory / coaching camps. The teams are also taken to invitational tournaments, mostly for those held within the state. The support from the parent department of the performers is also ensured to see that the students do not suffer much with respect to their studies.

### **2. Student profile – entry level competencies, socioeconomic status, language proficiency etc.,**

As the department is not running a course of its own the students in sports quota are not chosen on their academic merits. A maximum of three candidates are admitted to every teaching department each year under the sports quota reservation seats, on the basis of their proficiency in sports, as prescribed by the University of Kerala. The

sports quota candidates are chosen by taking into consideration the highest achievement one has made in the given discipline. The students with International participations are preferred, although those are less in number. Subsequently national and state level performers are considered. Again preferences are given to those come under the priority disciplines of the institution. When selection is to be made between candidates of the same achievements, the one relating to the home discipline is preferred. The language proficiency of the sports quota entrants are not seriously looked into so far.

A minimum of two athletes with some international participation is obtained on most occasions. The candidates with national participation come around six every year. Majority of the candidates are either medal winners or participants in the state meets or in junior level state competitions. The socio-economic status of the sports following students are seen as at the bottom of the table. It is a rarity that a student from higher income group is seen in competitive sports activities. Every year twenty five to twenty nine students are admitted in this quota. Similarly not less than twenty five from the institution represents the prestigious university of Kerala in the all India Inter – university championships, various disciplines. Many a students from our institution play pivotal roles when the university teams win championships in the all India competitions. In addition, many students make it to the highly competitive Kerala State senior teams in many disciplines. We also have International participants every year.

### **3. Changes made in the courses or programmes during the past two years and the contribution of the faculty to those changes.**

The Department primarily aims at putting up outstanding performances in the University level competitions. The department attempts everything possible to improve the performance level of the athletes.

- a. Experts in the discipline concerned are brought to handle our coaching sessions, which seem to be of good benefit to the students participating at high level competitions.
- b. Slides and videos of accurate execution of techniques are shown to the athletes to help them improve their technical skills.

- c. Better understanding with the professional clubs is maintained so that practice matches and training sessions are carried out more effectively. This process also helps the students to get entry into such high profile teams in future, and ultimately benefits in getting them recruited to such organizations in future.

#### **4. Trends in the success and dropout rates of students during the past two years**

The success rate of the department is assessed in terms of the achievements it has made in competitive sports, and the personal achievements the students have made in the form of participation at high level competitions and then their recruitment to various governmental other professional bodies. We make a minimum of twenty five performers to the reputed Kerala University teams in various disciplines every year. A minimum of seven students are recruited to various Govt. Departments in all years. The performance put up by the teams/students at the University competitions becomes an important criterion for them to be selected.

The dropout rate of sports quota entrants to the college amounts to 15%. Out of this, 75% of the candidates quit for their personal hardships in continuing studies together with the participation in sports at higher levels. The remaining quit as they are absorbed by various organizations, including government agencies as sportspersons.

#### **5. Learning resources of the departments - library, computers, laboratories and other resources**

A library for the Department is yet to be set up as the it does not run a course until date. In fact we are on the verge of offering an open course namely Health and Fitness Education as the undergraduate curriculum is restructured. The course will take off next year. We have already approached the college authorities to bring in more literature relating to the subject to the general library soon. Presently the Department runs with two computers.

The Department maintains computer for all its documentation and also as a visual aid to the sportsmen. A reasonably well-equipped gymnasium is maintained by the department which facilitates the activities of the department.

**6. Modern teaching methods practiced and use of ICT in teaching – learning**

Modern methods of teaching/ coaching are employed in the training process of the athletes. The training for fitness includes modern day plyometrics and interval training methods. The videos and clippings of outstanding players are used for the technical correction of the athletes / players. The training videos are also used for this purpose.

**7. Participation of teachers in academic and personal counseling of students**

Teachers of the department involve directly to verify and to give necessary direction in the academic activities of the sportspersons of the college. As the sportspersons are forced to cop up with both the academic and the sports activities simultaneously, many find it difficult to manage their studies especially when they have a long break in their attending the classes on account of their sports participations. This situation demands the intervention of teachers in the department of physical education to act as a helping hand to make them bring back to the academic process. Many a participants are thus guided to cope with the situation by associating them with their teaching faculty. Even the help of mentors are sought on certain occasions.

**8. Details of faculty development programmes and teachers who have been benefited during the past two years.**

One of the teachers Dr. P.A.Rameshkumar has attended many seminars and work-shops during the past two years. He has also presented papers in the seminars. He attended work-shops in connection with the introduction and conduct of the open course, which the department is all set to teach from next year onwards.

Mr. Manoj, another teacher in the Department participated in the seminar conducted at M.S.M. College Kayamkulam in 2010.

**9. Participation/contribution of teachers to the academic activities including teaching , consultancy and research**

The teachers of the Department actively involve in the academic activities of the college and that of the University as well. Dr.P.A.Ramesh kumar, Member, Faculty of Physical Education, University of Kerala has contributed significantly to the

formulation of syllabus for the open course to be taught from next year onwards. He also engages himself as a resource person who handles classes on health and fitness for many service organizations.

**10. Collaboration with other departments/ institutions, at the State, National and International levels, and their outcome during the past two years**

The Department of Physical Education seeks support of other competent agencies for our students to get benefitted. We associate with the Kerala Sports Council and University Department of Physical Education primarily to get the technical as well as the expertise support for the students. A Sports hostels is granted for our college during this year. We also proceed with a healthy collaboration with the University Department of Physical Education. We have been deputed with coaches for the training of students in certain disciplines. We also, in return, extend all possible support to the University for carrying out its sports activities in many capacities such as: selectors, manager of the university teams, technical official and in many organizational roles. Our play fields are also given to the University for conducting various camps.

**11. Placement record of the past students and the contribution of the department to aid student placements**

Our products/ students are recruited to many governmental organizations mostly on their sports credentials, under sports quota reservations. The Department assists the students in engaging themselves in such selection procedures. Every possible support and guidance is given by the teachers to see that they do not miss such opportunities.

**12. Plan of action of the department for the next five years**

1. The department aims to upgrade our play fields having standard facilities so that almost all the popular Gems can be played in the campus. We are already allotted with a grant of Rs 4000000/- (forty lakhs only) for the renovation of our main stadium, from the UGC. The execution of the work is expected to be completed within one year.
2. The department eagerly works towards bringing our college to the overall first position in the University Intercollegiate competitions from the present second/ third position.

3. The department plans to expand its health related activities so that every student in the college gets benefitted out of this.
4. The department is all set to commence the open course next year. We hope to upgrade the course to the status of a complimentary course in the coming years, by successfully conducting the open course for a few years.
5. The department aims at conducting seminars and work-shops on regular basis so that the awareness on the educational value of the subject shall be further established.
6. The department wishes to bring the entire college community a health conscious and fitness aspiring though engaging them in variety of activities carried out under its leadership.



## **D. Declaration by the Head of the Institution**

I certify that that the data included in this Self-Study Report (SSR) are true to the best of my knowledge.

This SSR is prepared by the institution after internal discussions, and no part thereof has been outsourced.

I am aware that the Peer team will validate the information provided in this SSR during the peer team visit.

**Signature of the Head of the institution  
with seal:**

Place: Thiruvananthapuram  
Date: 15-12-2011

## **UNDERTAKING**

This is to certify that Mahatma Gandhi College, Thiruvananthapuram fulfils all norms

1. stipulated by affiliating University and
2. regulatory Council/Body (such as NCTE, AICTE, MCI, BCI, DCI etc) and
3. the affiliation and recognition (if applicable) is valid as on date

In case the affiliation/recognition is conditional, then a detailed enclosure with regards to compliance of conditions by the institution will be sent.

It is noted that NAAC's accreditation, if granted, shall stands cancelled, automatically, once the institution loses its University Affiliation or Recognition by the Regulatory Council, as the case may be.

In case the undertaking submitted by our institution found to be false then the accreditation given by NAAC is liable to be withdrawn.

The undertaking given to NAAC is also displayed on our institutional website.

**Principal/ Head of the institution  
(Name and signature with Office seal)**

Place: Thiruvananthapuram  
Date: 15-12-2011

