The Annual Quality Assurance Report (AQAR) of the IQAC

Malabar Christian College - April 2013 – March 2014

Part – A

1. Details of the Institution

1.1 Name of the Institution

> Malabar Christian College

1.2 Address Line 1

> Kozhikode

Address Line 2

> ....

City/Town

> Kozhikode

State

> Kerala

Pin Code

> 673001

Institution e-mail address

> admin@mcccalicut.org

Contact Nos.

> 04952765679

Name of the Head of the Institution:

> Pavamani Mary Gladys

Tel. No. with STD Code:

> 04952762868

Mobile:

> 902067925

Name of the IQAC Co-ordinator:

Susannah Seth/D. P. Godwin Samraj

Mobile:

8086733577/9447639741

IQAC e-mail address:

Iqacmcc2012@gmail.com

1.3 **NAAC Track ID** (For ex. MHCOGN 18879)   NA

OR

1.4 **NAAC Executive Committee No & Date**

(for Example EC/32/A&A/143dated 3-5-2004. This EC no. Is availablein the right corner bottom of your institutions Accreditation Certificate)

EC/58/RAR/003 dated March 10, 2012

1.5 Website address:

www.mcccalicut.org

Web-link of the AQAR:

www.mcccalicut.org/AQAR2013-14

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

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	7680 (Score)	2004	5yrs
2	2nd Cycle	A	3.21	2011	5yrs
3	3rd Cycle				
4	4th Cycle				

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

01/10/2004

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

2013-14 (Apr –Mar)

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

    i. AQAR __2012-13submitted to NAAC on 23-12-2013___ (DD/MM/YYYY)
   ii. AQAR_____ _____ (DD/MM/YYYY)
  iii. AQAR_____ _____ (DD/MM/YYYY)
  iv. AQAR_____ _____ (DD/MM/YYYY)

1.10 Institutional Status

University   State ☐ Central ☐ Deemed ☐ Private ☐

Affiliated College   Yes [√] No ☐

Constituent College   Yes ☐ No ☐

Autonomous college of UGC Yes ☐ No ☐

Regulatory Agency approved Institution   Yes ☐ No ☐

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution   Co-education [√] Men ☐ Women ☐

                   Urban [√] Rural ☐ Tribal ☐

Financial Status   Grant-in-aid [√] UGC 2(f) [√] UGC 12)b) [√]

         Grant-in-aid + Self Financing ☐ Totally Self-financing ☐

1.11 Type of Faculty/Programme

Arts [√] Science [√] Commerce [√] Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others (Specify)   . Cheminformatics (Add on) DCA (Next term)

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

University of Calicut

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University   NA

University with Potential for Excellence   NA   UGC-CPE   NA

DST Star Scheme   NA   UGC-CE   NA

UGC-Special Assistance Programme   NA   DST-FIST   √ Dept.of Chemistry

UGC-Innovative PG programmes   NA   *Any other (*Specify*)   INTACH

UGC-COP Programmes   NA

 * Certified Heritage Institution

2. IQAC Composition and Activities

2.1 No. of Teachers   25

2.2 No. of Administrative/Technical staff   2

2.3 No. of students   1

2.4 No. of Management representatives   2

2.5 No. of Alumni   3

2. 6 No. of any other stakeholder and

   community representatives   2

2.7 No. of Employers/ Industrialists   -----------

2.8 No. of other External Experts   3

2.9 Total No. of members   38

2.10 No. of IQAC meetings held   15

2.11 No. of meetings with various stakeholders: No.   15   Faculty   10

     Non-Teaching Staff Students   5   Alumni   Others

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

     If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

     Total Nos.   International   National   State   Institution Level

   (ii) Themes

         *A sum of Rs. 3L has been received later (2014- 15) and some motivation programmes have
         been conducted, the details would be included in the next AQAR

2.14 Significant Activities and contributions made by IQAC

   - The IQAC has been instrumental in promoting the academic activities and quality improvement of teaching and Non teaching staff.
   - Criteria wise meetings held and the activities monitored.
   - Promotion of research activities.- New research Centre (Dept. of Malayalam)
   - Coordinating student counselling, grievance cell, club activities, PTA meetings.
   - Programmes targeting the societal promotion of SC/ST students of the institution
   - Promotion of cultural programmes.
   - Legal awareness and cyber crime awareness classes, Karate classes, cycling for girl students,
   - Alumni get-together, former faculty and non teaching staff meetings.
   - Innovative programmes like energy auditing started on the campus

2.15 Plan of Action by IQAC/Outcome

     The plan of action chalked out by the IQAC in the beginning of the year towards quality

     enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
• Starting new academic courses	One UG(Commerce) and one PG (Mathematics) courses started.
• Improvement of results by aptitude tests, remedial teaching, internal examination etc., teacher quality assessment by feedback from students.	Results improved by about 5% in certain departments, admission cut off marks raised by 2%.
• Teachers encouraged to take up Research projects	Two major research projects Zoology and English) sanctioned
• Extension of ICT on campus.	New Computer Lab (Dept. of Chemistry)
• Improve campus placements, club activities, sports, NCC, NSS	Campus placements improved by 2%, glass painting, medicinal plant garden added to other activities of eco club, recognition to NSS (two awards at the University level)
• Quality improvement in infra structure, Attendance of students, staff recruitment, welfare schemes	New academic block , display of monthly attendance, appointment of TS with research qualifications, health check up for students.
• Energy auditing on the campus	Energy conservation and management classes, electrical energy auditing by science club.

* Attach the Academic Calendar of the year as Annexure. Please see annexure i

2.15 Whether the AQAR was placed in statutory body   Yes   **√**   No   **.**

Management   **√**   Syndicate   [ ]   Any other body   [ ]

Provide the details of the action taken

> As per the recommendation, the management has built a new academic block, Started new courses, applied for self financing conventional courses and career oriented programmes. Proposal for funding for science programmes from DST and women's Hostel , Sports complex, renovation of Heritage institution (UGC) etc. Planned and submitted .

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	2	1	0	0
PG	4	1	0	0
UG	8	1	0	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	1	0	0	0
Others	1	0	0	0
Total	16	0	0	0

Interdisciplinary	0	0	0	1
Innovative	0	0	0	0

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	9 UG + 5 PG
Trimester	N
Annual	N

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

| √ | | √ | | | | √ |

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

| | | √ | | |

Please provide an analysis of the feedback in the Annexure Please see annexure ii

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

The UG Syllabus to be modified in the coming year (2014)

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

Yes, Commerce (UG Course), PG Maths, Malayalam Research Centre

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of
permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
56	25	31	0	0

2.2 No. of permanent faculty with Ph.D.

| 24 |

2.3 No. of Faculty Positions
Recruited (R) and Vacant (V)
during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
3	9	0	0	0	0	0	0	0	0

2.4 No. of Guest and Visiting faculty and Temporary faculty | 10 | | 0 | | 0 |

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	4	12	1
Presented papers	4	10	1
Resource Persons	0	2	0

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

Online teaching modules (Dept. of English)

2.7 Total No. of actual teaching days
     during this academic year   190

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

2.9 No. of faculty members involved in curriculum   7   0   0
     restructuring/revision/syllabus development
     as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students   82

2.11 Course/Programme wise
     distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Sc. Chemistry	44	20	42	0	0	62.5
B.Sc. Physics	40	23	32	0	0	55
B.Sc. Maths	39	1	33	45	0	79
B.Sc. Zoology	32	25	40.6			65.6
B.A Economics	51	6	33	7.8	1.9	49
B.A Fn.l English	35	14	40	14	12	80
B.A History	39			20	31	51
B.A Malayalam	25		32			32
M.Sc. Chemistry	12		75			75
M.Sc. Zoology	12	33	58.3			91.6
M.A History	12		92			92
M.A Malayalam	18		18			100

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

Coordinates tutorial, remedial classes, internal examinations, monthly monitoring of attendance, PTA

meetings, Teacher evaluation, course Feedback   from students, Teachers Diary, Coordinator

meetings etc.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	N
UGC – Faculty Improvement Programme	1
HRD programmes	N
Orientation programmes	N
Faculty exchange programme	N
Staff training conducted by the university	N
Staff training conducted by other institutions	N
Summer / Winter schools, Workshops, etc.	N
Others	N

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	9	4	0	4
Technical Staff	14	2	0	0

Criterion – III

3. Research, Consultancy and Extension

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

> Departments are encouraged to conduct Seminars and academic lectures. Teachers are also encouraged to participate in Seminars and workshops, orientation/Refresher courses. Promotes research projects among students

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	2	1	0
Outlay in Rs. Lakhs	0	*18.9 + 11.018*	*28.0*	

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	2	7	0	0
Outlay in Rs. Lakhs	3	6.05	0	0

3.4   Details on research publications

	International	National	Others
Peer Review Journals	12	7	
Non-Peer Review Journals			
e-Journals			
Conference proceedings		16	

3.5 Details on Impact factor of publications:

Range [2-3]   Average [2]   h-index [N]   Nos. in SCOPUS [N]

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	3	UGC,DST	29.918 L	23.93L
Minor Projects	1.5	UGC	6.05	4.84
Interdisciplinary Projects	N	NA	0	0
Industry sponsored	N	NA	0	0
Projects sponsored by the University/ College	N	NA	0	0
Students research projects *(other than compulsory by the University)*	N	NA	0	0
Any other(Specify) FIST	1	DST	10 L	10L
Total	5.5		45.915L	38.77 L

3.7 No. of books published   i) With ISBN No.   [1]   Chapters in Edited Books   [1]

ii) Without ISBN No.

| 2 + 2 volumes of Inter disciplinary bilingual bi-annual research journal - ISSN 2320-947X |

3.8 No. of University Departments receiving funds from NA

UGC-SAP [   ]   CAS [   ]   DST-FIST [   ]

DPE [   ]   DBT Scheme/funds [   ]

3.9 For colleges   Autonomy [   ]   CPE [   ]   DBT Star Scheme [   ]

INSPIRE [   ]   CE [   ]   *Any Other (specify) [DST-FIST]

 * Dept. of Chemistry

3.10 Revenue generated through consultancy   [Non remunerative]

3.11 No. of conferences
 organized by the Institution

Level	International	National	State	University	College
Number	1	1			
Sponsoring agencies	UGC	UGC			

3.12 No. of faculty served as experts, chairpersons or resource persons   [10]

3.13 No. of collaborations   International [7]   National [15]   Any other [15]

3.14 No. of linkages created during this year   [1]

3.15 Total budget for research for current year in lakhs :

From Funding agency [38.77]   From Management of University/College [0.35]

Total   [39.12]

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
2		1	1			

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

6

and students registered under them

12

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

0

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

JRF 0   SRF 0   Project Fellows 2   Any other 3

3.21 No. of students Participated in NSS events:

University level 100   State level 0

National level 0   International level 0

3.22 No. of students participated in NCC events:

University level 25   State level 1

National level 5   International level 0

3.23 No. of Awards won in NSS:

University level 1   State level 0

National level 0   International level 0

3.24 No. of Awards won in NCC: Nil

University level   State level

National level   International level

3.25 No. of Extension activities organized

University forum [0]   College forum [20]

NCC [1]   NSS [8]   Any other [ ]

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

1. **Youth Against Addiction and Abuse (YaAA)**

   A new initiative was taken by the college management in association with the NSS and different clubs of the college against abuse and addiction. His highness Samoothiri Raja inaugurated the initiative. The district administration extended full support to the endeavour.

2. **Adoption of tribal colony at ambumala**

   The children were given medical check up. A face to face was organized to bring out the problems faced b y the tribals.

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	3.55A	0	NA	3.55A
Class rooms	60	2	Management	62
Laboratories	6	1(comp.Lab)	DST	7
Seminar Halls	3	0	NA	3
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	4	0	NA	4
Value of the equipment purchased during the year (Rs. in Lakhs)	NA			

Others Minor equipments	40	10	UGC MRP	50

4.2 Computerization of administration and library

Automation work in office started with new server installed. The library is equipped with NET, INFLIBNET, Bar coding facilities. The campus is wifi enabled.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	36494	~ 50L	310	1,39,087	36804	~51L
Reference Books	1195	6L	41	0.8L	1236	6.8L
e-Books	93809	INFLIBNET				
Journals	15	0.1L		0.1L	15	0.1L
e-Journals	6247	INFLIBNET				
Digital Database	Nil		Nil		Nil	
CD & Video	Nil		Nil		Nil	
Others (specify)	Nil		Nil		Nil	

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	50		Broad band, Wifi		15	10	20	5
Added	13	13						
Total	63	13			15	10	20	5

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

Internet Access is available to students at computer centre and individual departments. Smart classes for teaching, computer lab for the department of Chemistry for Research and project work.

4.6 Amount spent on maintenance in lakhs :

i) ICT   1.6

ii) Campus Infrastructure and facilities   18.6

iii) Equipments

0.5

iv) Others

0.3

Total :

21

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC makes the students aware of the various scholarships, grievance cell, anti ragging/ women's cell, Health programmes etc. Reputed recruiting agencies are encouraged on the campus

5.2 Efforts made by the institution for tracking the progression

Contact details of the students are kept in the individual departments and their progress recorded. Use of Learning Management System Interaction with parents. Alumni meetings are conducted every year and the students are in regular contact with the *alma mater*

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1119	134	12	0

(b) No. of students outside the state

0

(c) No. of international students

3

Men

No	%
429	33.91

Women

No	%
836	66.09

Last Year						This Year 2013-14					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
603	212	14	314	0	1143	700	233	11	320	1	1265

Demand ratio   1: 5 for UG and 1: 10 for PG   Dropout %   5.8

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

> Resource persons conduct classes, Placement tests by various organization, UGC NET coaching classes,

No. of students beneficiaries   150

5.5 No. of students qualified in these examinations

NET   1   SET/SLET [ ]   GATE [ ]   CAT [ ]

IAS/IPS etc [ ]   State PSC [ ]   UPSC [ ]   Others [ ]

5.6 Details of student counselling and career guidance

> A student counselor visits the college on a regular basis and monitors the well-being of the students. Problem children are treated with proper care and steps are taken to rehabilitate them Career guidance under Placement cell plays an active role in suggesting future prospects to students of Final year. Classes are also conducted by experts in various areas so that the children can get a focus. Entreprneurial cum hobby activities likecandle making and paper bag making unit under the Eco club, glass painting classes etc.,The journalism club organized a seminar on 'Women and Visual Media".The club conducted a photo exhibition entitled "Guruvandanam"was orgabnised as a tribute to Kathakali Legend Guru Chemancherry Kunhiraman Nair. A poster exhibitions on Dr.Herman Gundert and a tribute to the English daily"Expressionwere also organized by the club.The electronics club members were given hands on training in making the circuits of -Hartly oscillator, Phase Shift Oscillator, Negative feed back amplifier, Multivibrators using transistors, Half adder using NAND gates. Astro Club is working in close relation with the Regional Science Center & Planetarium (RSC), the RSC given opportunity to the students for various activities in 2013-14 academic year like, Regional Conference on Centenary year of Bohr Atom Model, Sky Observation Camp, Laser Show etc. the students got a chance to interact with ISRO Director Dr. K. Radhakrishnan.

No. of students benefitted   200

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
10	150	3	0

5.8 Details of gender sensitization programmes

1.Protection of women from domestic violence and legal literacy" 29th and 30th August 2013- Smt. Sunitha M V Protection officer, Social security mission, Kerala State

2.A Karate demonstration by Sensei Madhu Viswanath and Sensei Swaraj and team held in the quadrangle at 2:30 pm on 17th October 2013. Our previous batch of students who completed the self defence course were given certificates. The new batch of Karate classes started on 25-10-2013.

3.On 7/11/2013 an awareness programme on Yoga for girl students conducted at 3:30 pm by Shri K. P Shabeer, Yoga Purnima, Yoga Research Centre, Calicut. A One week Yoga Meditation Programme was conducted from 15/1/2014 to 23/1/2014

4.The Women's cell members participated in the talk show conducted by the channel Media One on the topic "Women manifesto in Loksabha Election" on 13/2/2014.

5.Y's Men's Club District III, Kerala in association with Kerala Vanitha Commision together with Women's cell Malabar Christian College conducted a programme on "Women Empowerment" on 20/2/2014. Kerala Vanitha Commission member Adv. Noorbina Rasheed inaugurated the programme and Dr Beena Philip Principal Govt. Girls Higher Secondary School, Nadakkave Calicut gave a talk on Women empowerment.

5.9 Students Activities

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

State/ University level   8   National level   18   International level   0

No. of students participated in cultural events

State/ University level | 127 | National level | 0 | International level | 0

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

Sports : State/ University level | 8 | National level | 4 | International level | 0

Cultural: State/ University level | 40 | National level | 0 | International level | 0

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	10	10,000
Financial support from government	150	26,23,000
Financial support from other sources (Alumni)	15	40,000
Number of students who received International/ National recognitions	0	0

5.11   Student organised / initiatives   Nil

Fairs   : State/ University level | | National level | | International level | |

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

5.12   No. of social initiatives undertaken by the students | 20 |

5.13 Major grievances of students (if any) redressed: Pavement and Ramp for the physically challenged student was built.

Criterion – VI
6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> Vision-To build enlightened intellects for tomorrow
>
> Mission-Education without discrimination, quality education to the lowest economic and social strata of society, infuse intellectual curiosity, to imbue with knowledge and zest for creative life

6.2 Does the Institution has a management Information System

> Though the college does not have an MIS the academic and Research committee and the Planning Board selects ,collects, aligns and integrates data and information. The IQAC monitors and documents these activities.

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

6.3.1 Curriculum Development

> Curriculum is planned by the University. But some of the members of the staff are members of BoS and academic council.

6.3.2 Teaching and Learning

> Remedial teaching, periodical internal examinations are conducted. ICT enabled teaching methods making use of smart class rooms are also practised.

6.3.3 Examination and Evaluation

> Two internal examinations are conducted by the institution. The CCSS Cell monitors the conduct and evaluation of examinations

6.3.4 Research and Development

> Researchers are encouraged to take up new projects. An interdisciplinary journal is on the anvil.

6.3.5 Library, ICT and physical infrastructure / instrumentation

> A new academic block with one floor entirely for the library is included in the **vision 2020** – a five year plan of the management

6.3.6 Human Resource Management

Feedback in the form of self-appraisal, Student assessment of teachers, feedback from academic peers is taken. The institution uses these evaluations to improve the teaching, research of the faculty, service of the faculty and other staff.

6.3.7 Faculty and Staff recruitment

Faculty with research qualifications are always encouraged by the management.

Qualifications and workload for both are prescribed by University. The salary structure is decided by the government for permanent employees. The Management and the PTA appoint the temporary staff.

6.3.8 Industry Interaction / Collaboration

The College keeps official tie-ups with a)   Khadi Grahm- ED Club   b)Co-Optex c) Suman etc.

6.3.9 Admission of Students

Admission is strictly according to the norms stipulated by the University. Cut off marks are raised in admission under management quota to ensure learner quality

6.4 Welfare schemes for

Teaching	
Non teaching	
Students	Annual health check up- College has a tie-up with Malabar Hospital, Kozhikode, which conducts Medical camps and Health classes to students

6.5 Total corpus fund generated

40L

6.6 Whether annual financial audit has been done   Yes [√] No [ ]

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		Yes	IQAC
Administrative	No		No	

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

For UG Programmes   Yes [√] No [ ]

For PG Programmes   Yes [ ] No [√]

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

> CC TV in question paper safe room, Class rooms etc. , surprise checks by anti malpractice squad, different code letters to answer sheets,etc.

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

> University encourages autonomy in colleges.

6.11 Activities and support from the Alumni Association

> Scholarships, Gold medal, conduct of academic lectures, student facilities like water purifier, financial support in infra structure (The gate at the entrance was jointly built by the Alumni and the management) etc.

6.12 Activities and support from the Parent – Teacher Association

> Scholarships worth Rs. 53000/-, support to individual departments, furniture etc. Financial help in university level competitions, honourarium to guest faculty, interactions in maintaining discipline on the campus, etc.

6.13 Development programmes for support staff

> A programme is planned for the coming year.

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

> Rain water harvesting, Plastic free campus, micro scale experiments   in PG Chemistry Lab which uses less chemicals for laboratory work.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

> Energy auditing, energy conservation classes, Street plays involving students to spread the importance of science.

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

> Students were made aware of the methods to reduce electricity consumption – Use of Chemicals and electricity in laboratories minimized.

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

> - The Archives set up by the P G Department of History motivates students to pursue research in History
> - Green techniques in PG Chemistry Laboratory

Provide the details in annexure – Please see annexure iii

7.4 Contribution to environmental awareness / protection

> Students are encouraged to use paper bags wherever possible. They are also taught to make paper bags. Use of less chemicals –microscale experimental technique is adopted in PG Chemistry laboratory.

7.5 Whether environmental audit was conducted?   Yes [ ]   No [√]

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

> An extensive SWOT analysis had been carried out and weakness like limitation of work space on the campus hss been looked into by the management by constructing new academic block.

8. **Plans of institution for next year**

> Starting new courses, constructing new academic block, DCA classes for students as a government certified course, Proposal for women's hostel to be considered.

Name Dr Susannah Seth/Dr D.P Godwin Samraj   *Name Pavamani Mary Gladys, Principal*

Signature of the Coordinators, IQAC   *Signature of the Chairperson, IQAC*

_____***_____

Malabar Christian College

Annexure i

Academic Calendar 2013 - 14

	Courses	Activity		Date
		Curricular	Extracurricular	
June	UG III Sem	Classes begin	Club activities Eco club, EDclub	3rd of June
	UG V Sem	Classes begin	Film Club, Journalism Club	
	PG II Sem	Internals	Women's Cell,	
	PG IVSem	Projects		
July	UG	University Practical Examinations	Debates Hindi Day Celebrations	
August	UG I Sem	Admission	NSS, *NCC	
			PTA meetings	
	PG II Sem	University exam		
September	UG I Sem	Orientation Programme	College Union Elections Indo Anglian Theatre Fest	13/09-22/09 Onam vacation
	PG I Sem	Admission	College Union Elections	
October	UG I Sem	Aptitude test	Astro Club, Electronics Club	
	UG V Sem	Internal exams	College Union inauguration	
	PG IIISem	Internal exams	Karate Demonstration	17th of Oct

November	Inauguration of Research Centre (Malayalam) Department association inauguartion	New Courses (B.Com & M,Sc. Maths) Official inauguration	Fine arts day	11th of Nov.(New Courses)
			Inter class competitions (Cultural)	28/11
	UG V Sem	University Exams	Quiz Competitions	
	UG I & III Sem	Internal Exam		
December	Inter National Seminar (English)		Cultural activities , Youth festivals – zone level	Dec 6&7
		Study tours	Awareness Programme against addiction	
		X'mas Holidays	7 day Annual Camp for NSS	20/12-29/12
January			Cultural activities , Youth festivals – University level	
			Science Forum activities	
			Sports Inter class competitions	29/01/14
February	Bicentenary birth anniversary of Dr Herman Gundert noted linguist	Annual Lecture Series-Prof. Hunt Memorial and PP Krishnan Memorial	Exhibitions	
	National Seminar (History)			20/02/14& 21/02/14
March			Sports Day	10/03/14
	Centralised Valuation Camp of the University UG V Sem & III Sem		College Day	12/13/14
	College closes for Mid Summer vacation			31/03/14

*NCC Parades on all Saturdays, Club activities and E C activities after 3.30pm on working days

Curricular Aspects feedback 2013-14

<u>Positive aspects</u>

<u>Teaching and Learning</u>	Choice in %
Quality of academic programmes.	**23**
Quality of Faculty	**40.9**
Faculty in academic bodies	**4**
Smart class rooms/Learning resources /ICT	**8**
Availability of collaborative projects with institutions of repute	**2.7**
Systematic and meticulous student evaluation	**10**
Remedial teaching	**2.7**
Periodical Teacher evaluation by students	**6**
<u>Research and Extension</u>	
Three research programmes with qualified research guides.	**13**
Research Forum/Research Journal published by departments	**11**
Seminars/workshops organized by the departments	**31**
Electronic scientific databases are easily accessible- INFLIBNET	**5**
Major/Minor Research Projects undertaken by faculty	**6**
Outreach programmes/NSS/NCC/women's cell/Jornalism club/Film club/Eco club	**32.7**

Points to be improved

Teaching and learning process:	Choice in %
High Student to teacher ratio	**26.36**
Lack of student centered teaching/Plans for student placement	**17.27**
Lack of PG courses in some departments/implementation of Technical/job oriented courses/Bridge courses/Exchange Programmes	**16.36**
Some programmes need up-gradation	**6.4**
Ageing/outdated technical equipments/lack of e-board/smart teaching aids	**24.5**
Research and extension	
Inadequate research infrastructure (laboratory spaces and equipments).	**23.64**
High teaching load on the expense of the research.	**10**
Lack of facilities in c6.4ollege library/Library staff	**17.27**
Lack of interdisciplinary research	**5**
Lack of hostel facilities for research students	**21.8**
Industrial Collaboration	**2.7**
Lack of publication unit in college	**6.4**

Methods for Improvement

	Teaching and learning process	Choice in %
	Up gradation of learning resources.	30
	setting up expert bank of the faculty/ bringing external experts to campus on a regular basis	13.6
	Mobilizing workforce on the campus	11.8
	Initiate student/faculty exchange programmes	14.54
	Industrial/Theatre/Field training to students	11.8
	Starting online courses	0.9
	RESEARCH and EXTENSION	
	Collaboration with Industry	17.27
	More Major Research projects to be undertaken	15.45
	Other funding options DST FIST grant for Colleges	12.73
	Initiation of Consultancy services	11.82
	Training students for emergency medical /trauma care and give support to patients.	20.91

1 Best Practices in Curricular Aspects

As part of the efforts to improve the quality of teaching, teachers were motivated to undertake research, attend seminars and workshops research activities like undertaking major and minor projects, publishing books and articles and attending seminars and workshops.

The best practices in curricular aspects are:

1) Remedial teaching in all subjects are arranged during free hours for minority students

2) Tutorials which make learning enjoyable and trouble-free

3) Student feedback which evaluates teachers and improve their teaching

4) Teaching plan which helps the teacher with curriculum planning

5) PTA interactions which help to improve such relations and help the teaching, learning process

6) UGC Major Research Project

7) Developing interest in environment studies and entrepreneurship conducted by

the ED unit and the Eco- Friends

2 Best Practices in Teaching -Learning Process

- The Malayala Mandalam of the PG department of Malayalam helps culture studies by presenting cultural motifs regularly for the benefit of the students
- The Archives set up by the P G Department of History motivates students to pursue research in History
- Language departments bring teachers from various universities and experts in the respective fields for interaction with the students. The Department of German has native speakers offering communication courses occasionally
- The Handwritten magazines of the Department of English have encouraged the creativity of the students
- Green techniques in PG Chemistry Laboratory

3 Best Practices in Research, Consultancy and Extension

1) Research

      a)   Constitution of a Research Committee which along with the help from other members of the faculty

      1. takes care of all research activities related to the faculty and students

      2. encourages and fosters any work in the field of research like

      a)   Archives, b) Museum, c) Insect preservation and display,

d) Collection and identification and preservation of specimens

3.   Gives awareness on research methodology and its application

4.   Encourages work shops and seminars

2.Consultancy

1.   Visits to the various institutions with which the institute Collaborates

2.   Encouraging student participation in the consultancy work done.

3.Extension

a. Management of time is monitored so that students are not disturbed with their academic pursuits eg; extension work is conducted on Saturdays , Sundays, and free hours.

b. Workshops, visits to different organizations, schools, colleges, villages , hospitals,are organized regularly.

c. See and learn techniques are encouraged in the electronics club which promotes curiosity in science.

d. Special and individual attention is given to students who have an aptitude for social service and other skills. The Youth Clinic is special in preserving and protecting the well being of students , especially of those who need help and support.

e. Programmes are conducted for students in the areas of the different extension Activities. This promotes student interaction.

f. Awareness of the beauty of Nature and the urgency to protect the environment are fostered in the Eco-Friends environment club.

g. The training and know- how of making the different eco-friendly products in the Eco-Friends club promotes self employment and the skills of entrepreneurship.

 h. Personality development, value education and regimental training are learnt through the different extension activities like the NSS and NCC.

i. Performances on stage put up by clubs like the Malayala Mandalam,   Indo Anglian Theatre bring out the latent talents in students in song, dance and theatre.

j. Handwritten magazines brought out by the students of the Department of English and that of Malayalam together with the activities of the Journalism club give special attention to the writing and editorial skills of students.

4.Best Practices in Infrastructure and Learning Resources

The management makes sure that the infrastructure and learning resources are well maintained and updated regularly and it is monitored in a very systematic manner. Quality is the first priority of the institution while purchasing machines, books and other equipment for the use of staff and students. As a result, all these remain in good condition, ready for use any time.

Every year, there is a stock taking and auctioning of old materials books and lab equipment.

Delicate equipment and resources are preserved in air- conditioned rooms.   Student participation is ensured in all such activities.

5.Best Practices in Student Support and Progression

1) Government Scholarships 2) Book Bank   3) Remedials   4) Grievance Redressal Cell 4) Anti-Ragging Squad 5)   Counseling centre 6)   Youth Clinic

7) Placement Cell 8)   Entrance Exams Coaching Centre   9) Minority Coaching Centre 10) Awards, Incentives and Scholarships by Management , PTA and departments 11) Counseling centre 12) UGC Major Project and Indo Anglian Theatre 13) Environment awareness 14) Earn while You Learn Techniques 15) ED Club 16)   Womens Cell 17) Womens Counseling Centre 18) Sports Coaching Camps 19) Value education Forum 20) Discipline Committee 21) Alumni Activities 22)   OSA Unit 23) activities of the PTA

6 Best Practices in Governance and Leadership

Some of the best practices in Governance and leadership in MCC are

1. The institution presents awards and scholarships to students.

2. Encourages Sports and extra-curricular activities in the campus with financial aids.

3. Seed money is provided to the staff for attending national/international and project presentations and aids research.

4. Keeps the infrastructure up to date with repairs and renovations.

NAAC/AQAR ACK/ JAN 2015/ EC/58/RAR/003

Pavamani Mary Gladys

Malabar Christian College

Kozhikode-673001

Subject: Acknowledgement of AQAR

Dear Madam,

Greetings from NAAC for new year-2015! Thanks for Submitting **Annual Quality Assurance Report** (AQAR) for the year : 2013-14

We are acknowledging the receipt of Online Submission of AQAR for the year as mentioned above. NAAC expects the institution to submit the AQAR every year in time.

Wishing you success in your Quality Enhancement incentives. For any queries related to AQAR, you may kindly contact capuaqar@gmail.com

THANKS WITH REGARDS
CAPU-AQAR
(CENTRAL APPLICATION PROCESSING UNIT)
080-23005125 / 24