

The Annual Quality Assurance Report (AQAR) of the IQAC

Malabar Christian College - April 2015 – March 2016

Part – A

I. 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:

Dr. Godwin Samraj .D.P

Tel. No. with STD Code:

04952768219

Mobile:

9447639741

Name of the IQAC Co-ordinator:

Dr. A.P.M.Mohammed Rafeeq

Mobile:

9447337434

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 available in the right corner bottom of your institutions Accreditation Certificate)

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

1.5 Website address:

www.mccclt.ac.in

Web-link of the AQAR:

[www.mccclicut.org/ AQAR](http://www.mccclicut.org/AQAR) 2015-16

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

1.5 Accreditation Details

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

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

01/10/2004

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

2015-16 (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 2010-11 submitted to NAAC on 12-10-2011*)

- i. AQAR 2012-13 Submitted to NAAC on 23-12-2013 (DD/MM/YYYY)
- ii. AQAR 2013-14 Submitted to NAAC on 12/12//2014 (DD/MM/YYYY)
- iii. AQAR 2014-15 submitted to NAAC on 18/12/2015 (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

1.10 Institutional Status

University State Central emed 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 (Diploma) Centre for Continuing Education Courses PDHN, DCE, DLRM & DCA

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

UGC-Innovative PG programmes

NA

*Any other (*Specify*)

UGC-COP Programmes

NA

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

1

2.8 No. of other External Experts

2

2.9 Total No. of members

38

2.10 No. of IQAC meetings held

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

Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- The IQAC has been instrumental in promoting the academic activities and quality improvement of teaching and learning process.
- Criteria wise meetings held and different activities were coordinated.
- Promoted Research activities.
- Coordinating student counselling, grievance cell, club activities, PTA meetings.
- Programmes targeting the societal promotion of SC/ST students of the institution
- Promotion of extracurricular activities.
- Legal awareness and Home management classes for girl students etc.
- Alumni get-together, former faculty and non teaching staff meetings – to get feedback about the teaching learning process held in the college.
- Awareness classes on Energy saving and Environment protection through Science Forum

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality Enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
<ul style="list-style-type: none"> • Starting new academic courses • Improvement of results by, remedial teaching and teacher quality assessment by feedback from students. • Teachers encouraged to take up Major and Minor Research projects • Teachers are encouraged to go for Research. • Students supported through various schemes. • Encouraged Club activities, Sports, NCC, NSS etc. • Infrastructure development, Staff recruitment and welfare schemes implemented for both staff and students. • Energy auditing on the campus • Encourage young researchers by instituting young faculty award 	<ul style="list-style-type: none"> • One PG (MCJ) and two UG (BBA & B.Com) self-financing courses started. • Students benefited through the remedial teaching and Training given to Teachers for improving their performance in teaching. • Two major research projects (Zoology and English) and Five Minor Research Projects (2 Physics, 1 Zoology, 1 Chemistry, 1 Politics & 1 Malayalam) continued sanctioned • One Faculty in Economics and One in Chemistry doing research under FIP & Four Faculty registered for Research. • Students supported through SSP and WWS programmes • A large number of Students benefited through club activities. • Display of monthly attendance, appointment of Teaching Staff with research qualifications, health check up for students. • Energy conservation and management classes and energy auditing conducted by Physics dept. & Science Forum. • Created a healthy competitions among the Assistant Professors

* 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 started new courses
- Started new courses under Centre for Continuing Education.
- Proposal submitted to UGC- funding for different programmes.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	4	0	0	0
PG	8	1	0	0
UG	9	2	0	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	1	3	0	0
Others			0	0
Total	22	6	0	0
Interdisciplinary	0	0	0	0
Innovative	0	0	0	0

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	11UG + 9 PG
Trimester	N
Annual	N

1.3 Feedback from stakeholders* Alumni (On all aspects)

Parents

Employers Students

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 & PG Syllabus to be modified by the University and our Faculty members involved in that process as Senate, Academic Council and Board of Studies Members.

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

Yes, PG MCJ and UG B.Com & BBA Self-financing courses and three Certificate courses under CCEK

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
54	26	28	0	0

2.2 No. of permanent faculty with Ph.D.

26

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	13	0	0	0	0	0	0	0	0

2.4 No. of Guest and Visiting faculty and Temporary faculty

48	0	0
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	8	22	6
Presented papers	3	8	6
Resource Persons	2	6	13

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

Online teaching modules by Department of English and Printed materials for students under coaching classes of Entry into Service (UGC).

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

180

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

Y

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

7

1

1

2.10 Average percentage of attendance of students

84*

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	43	8	46	25	0	79
B.Sc. Physics	40		75	3	0	78
B.Sc. Maths	41	12	59	7	0	78
B.Sc. Zoology	34	24	59	2	0	85
B.A Economics	49	-	57	10	0	67
B.A Fn.l English	33	12	67	6	0	85
B.A History	46	11	48	13	4	77
B.A Malayalam	34	9	68	2	0	79
BCom Finance	29		51	14	0	65
M.Sc. Chemistry	12		75		0	75
MSc Maths	13					69
M.Sc. Zoology	12	33	58.3			91.6
M.A History	11	9	18	36	27	90
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, Department Coordinator meetings etc.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	1
UGC – Faculty Improvement Programme	2
HRD programmes	N
Orientation programmes	1
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	1	3
Technical Staff	10	0	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 Extension lectures. Teachers are also encouraged to take up Major and Minor Research projects and to participate in Seminars and Workshops, Orientation/Refresher courses. Students were encouraged to write NET, SET and Competitive Examinations.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	2	2	0	0
Outlay in Rs. Lakhs	18.9+ 11.18	28.0 +6.47	0	0

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	5	5	0	0
Outlay in Rs. Lakhs	6.05	17.95	0	0

3.4 Details on research publications

	International	National	Others
Peer Review Journals	2	8	
Non-Peer Review Journals	2	3	5
e-Journals		1	
Conference proceedings	2	3	

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	3	UGC,DST	34.47 L	
Minor Projects	2	UGC	17.95	
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 <i>(other than compulsory by the University)</i>	N	NA	0	0
Any other(Specify) FIST	1	DST	10 L	10L
Total	6		45.915L	38.77 L

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

ii) Without ISBN No.

*3.8 No. of University Departments receiving funds from NA

UGC-SAP CAS DST-FIST
 DPE DBT Scheme/funds

3.9 For colleges
 Autonomy CPE DBT Star Scheme
 INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	1	2		2	8
Sponsoring agencies	Management & PTA	Management & PTA		KSCSTE PTA	Management & PTA

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

*3.15 Total budget for research for current year in lakhs :

From Funding agency Management of University/College
 Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	3483/DEL/2014
	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
		1				

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

11

33

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

2

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

JRF 9 SRF 0 Project Fellows 2 Any other 2

3.21 No. of students Participated in NSS events:

University level 100 State level 1
National level 0 International level 0

3.22 No. of students participated in NCC events:

University level 4 State level 2
National level 16 International level 0

3.23 No. of Awards won in NSS:

University level 0 State level 0
National level 0 International level 0

3.24 No. of Awards won in NCC: Nil

University level 0 State level 0
National level 0 International level 0

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

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

- Helps to build working capital for Suman Rehabilitation Centre
- Blood Donors Forum under Red Ribbon Club actively engaged in meeting the demands from the society.
- Social Interaction with the differently abled inmates of Asha Nikethan, Nadi Bazar, Calicut and the Mental Hospital, Kuthiravattam, calicut

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	69	2	Management	71
Laboratories	7	1(MCJ)	Management	8
Seminar Halls	6	2	Management	8
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	7	11	DST	18
Value of the equipment purchased during the year (Rs. in Lakhs)	57.5 L	77L	DST-FIST	134.5L
Others Minor equipments	190	68	UGC DST-FIST	258

4.2 Computerization of administration and library

Administrative work has conducted with the support of Computers and ICT. The College Library provides INFLIBNET, Computer assisted searching facilities.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	36416	6350000	2720	296801	39136	6646801
Reference Books	1236	680000	428	41125	1664	721125
e-Books	93809	INFLIBNET				
Journals	20	15000	15	8500	35	23500
e-Journals	6247	INFLIBNET	1170		7417	
Digital Database	Nil		Nil		Nil	
CD & Video	50	2500	28	3100	78	8600
Others (specify)	Nil		Nil		Nil	

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	77	2	Broad band, Wifi	1	1	11	25	6
Added	15	1	1		1	1	5	2
Total	92	3	2		2	11	30	8

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

- Internet is accessible to students at computer centre, Main Office and to Staff in every department.
- Smart classes for 9 departments for ICT assisted teaching
- Computer and Internet and INFLIBNET provided to students in Library and Computer lab.

4.6 Amount spent on maintenance in lakhs :

i) ICT	1, 53,573
ii) Campus Infrastructure and facilities	29, 33,467
iii) Equipments	12, 06,907
iv) Others	4, 63,120
Total:	47, 57,067

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

- Details of all students are recorded and updated time to time and kept in the individual departments.
- Old students meeting held regularly at the end of the year.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1471	263	33	0

(b) No. of students outside the state

0

(c) No. of international students

0

Men	No	%	Women	No	%
	571	33		1163	67

No	%
1163	67

Last Year						This Year 2015-16					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
700	233	11	320	1	1265	650	240	46	788	10	1734

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

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

Expert Lectures given to the students.
Personality Development Camps organized by NSS and NCC
Coaching classes conducted for students under UGC Scheme of Entry into Service, WWS and SSP.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

- Student counsellor monitors the overall well-being of the students.
- Career Guidance and Placement cell suggests job/higher education prospects to Final year Students.
- Green and Clean Campus awareness programmes organised by Eco Club, NSS and Natural Club.
- Science Forum in association with Department of Science and technology, Govt. of India and Kerala State Council for Science, Technology and Environment conducted different programmes on Science day.
- The Journalism and Film Club conducted various programmes to promote the students interested in Media and Film studies.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
10	180	10	0

5.8 Details of gender sensitization programmes

1. The Women's cell members participated in the training programme organised by the Calicut University in December 2015.
2. An Orientation Programme on Gender Sensitization by Dr. P.A.Lalitha in Collaboration with WIMA on 13th January 2016.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	59	81960
Financial support from government		
Financial support from other sources (Alumni)	24	150000
PTA	70	115100
Cooperative Society	10	3800
Number of students who received International/ National recognitions	0	0

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

- Students Grievances on the shortage of LCD Projectors, Computer facility and Furniture in Classroom.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision-To build enlightened intellects for tomorrow – Socially committed citizens with scientific temper.
Mission-Education without discrimination, quality education with new Technology and Instruments, special care for the marginalised and girl students, improve the quality of teachers by promoting their research activities, encouraging both the curricular and extracurricular activities of the students, making opportunities to get better placements and to produce good citizens for the future society etc.

6.2 Does the Institution has a Management Information System

Yes

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

6.3.1 Curriculum Development

Selected Teaching Staff of the College in the capacity of Member of Senate, Board of Studies and Academic council of the University are actively involved in curriculum designing.

6.3.2 Teaching and Learning

ICT enabled teaching methods in smart class rooms practised. Debate and discussions held regularly. Remedial Teaching and Coaching classes are also conducted.

6.3.3 Examination and Evaluation

Internal examinations are regularly conducted by the institution. Departments conduct test papers, seminars and assignments to evaluate students and the CCSS Cell monitors the conduct and evaluation of examinations.

6.3.4 Research and Development

Researchers are encouraged to take up new projects. Two multi-disciplinary journals are on the anvil.

6.3.5 Library, ICT and physical infrastructure / instrumentation

A new Research block with one floor entirely for Research facility, new Instrumentation Room, Smart Class Rooms and Library modification with NET and INFLIBNET facility is included in the next year plan.

6.3.6 Human Resource Management

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

6.3.7 Faculty and Staff recruitment

College follows the UGC and University regulations regarding minimum qualifications and workload. The management recruit non teaching staffs only on the basis of qualifications. The salary structure is decided by the government for permanent employees whereas the Management and the PTA for the temporary staff.

6.3.8 Industry Interaction / Collaboration

The College keeps official tie-ups with a) KhadiGrahm- ED Club b) Co-optex c) Kerala soaps and oil, Calicut.

6.3.9 Admission of Students

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

6.4 Welfare schemes for

Teaching	MCC Co-operative Credit Society gives loans to Staff.
Non teaching	MCC Co-operative Credit Society gives loans to Staff.
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

50Lakhs

6.6 Whether annual financial audit has been done Yes

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		Yes	Management

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?

University stipulated examination system as per the direction of the respective Academic Bodies. CCTV in Examination room, Exam Invigilation Squad, different code letters to answer sheets, etc. are introduced.

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

As per the directions of the UGC and State Government the University encourages autonomy in colleges.

6.11 Activities and support from the Alumni Association

Scholarships, Gold medal, conduct of academic lectures, financial support in infra structure development etc.

6.12 Activities and support from the Parent – Teacher Association

- Scholarships to outstanding students in studies, sports and arts, NCC and NSS.
- Financial support to individual departments for purchasing books and conducting seminars etc.
- Financial help in university level competitions, Orientation given to parents and students of First Year, honorarium to guest faculty, interactions in maintaining discipline on the campus, etc.

6.13 Development programmes for support staff

Orientation programmes arranged for the Assistant Professors. Financial support given to staff members.

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

Green and Clean Campus, Rain water harvesting, plastic free campus, Vegetable cultivation micro scale experiments in PG Labs 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.

Street plays involving students to inculcate the Science temper, Energy auditing, Energy conservation classes were also taken.

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 popular science and the methods to save energy consumption – Use minimum chemicals and electricity in laboratories.

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

- The Research Lab set up by the Management with support of UGC to motivate students to pursue research in their respective areas.
- Green techniques in Science Laboratories.

Provide the details in annexure – Please see annexure iii

7.4 Contribution to environmental awareness / protection

- Students are encouraged to make the campus clean, green and plastic waste free
- They are also taught to make LED bulbs. Use of fewer chemicals – micro scale 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 well equipped research lab and enough LCD projectors has been looked into by the management by constructing new Research block and purchase more LCD projectors.

8. Plans of institution for next year

- Starting new courses -BSc Clinical Psychology.
- Starting new certificate courses.
- Visualised the Indoor Stadium facility.
- Completed the construction of women's hostel.
- Modifying College Library.

Name Dr Mohammed Rafeeq .A.P.M

Name Dr.Godwin Samraj.D.P, Principal

Signature of the Coordinators, IQAC

Signature of the Chairperson, IQAC

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Annexure I

Malabar Christian College



Academic Calendar 2015-16

	Courses	Activity	
		Curricular	Extracurricular
June	UG III Sem	Classes begin	Club activities begin
	UG V Sem	Classes begin	Class on local history
	PG II Sem	University Examinations	
	PG IVSem	Workshop on C Programme	Presentations
July	UG I Sem	Admissions	Exhibitions organised by Journalism Club
	UG III Sem	Class on Cyber crime	Poster preparation
	UG V Sem	Class on Methodology	Field visit
	PG III Sem	Classes begin	Project preparation
August	UG III & V Sem	First Internals	NSS, NCC Activities,
	UG I Sem	Aptitude Test & Motivation Classes	PTA meetings
	PG I Sem	Admissions	
	PG III Sem	Debate Sessions	Invited Talk by Experts
September	UG I Sem	First Internals	Indo Anglian Theatre Fest
	PG I Sem	Admission	College Union Elections

	PG III Sem	Project Presentation	Field Visit
October	UG I Sem	Orientation Programme	Beginning of Club Activities
	UG III Sem & V Sem	Second Internals	Study Tours, College Union Inauguration
	PG I Sem	Class on Research Methodology	Seminar preparation
	PG IIISem	Internal exams	Field visit
November	For all Courses	Beginning of University Examinations	Department association inauguration & Fine arts day
December	For all Courses	Study tours X'mas Holidays	Cultural activities , Youth festivals – zone level Awareness Programme 7 day Annual Camp for NSS
January	For all courses	Training programme on Electronic gadgets First Internal Examinations	Cultural activities , Youth festivals – University level Sports Inter class competitions
February	For all courses	Invited talks for PG students Progress Report presentation by Research students Second Internal examinations for Degree students	Digital Day Celebration Science Forum activities
March	For all courses	University Examinations for Degree students	Sports Day College Day

Annexure ii

Report –Curricular Aspects feedback 2015-16

Positive aspects

<u>Teaching and Learning</u>		Choice in %
	Quality of academic programmes.	40
	Quality of Faculty	50
	Faculty in academic bodies	10
	Smart class rooms/Learning resources /ICT	35
	Availability of collaborative projects with institutions of repute	20
	Systematic and meticulous student evaluation	45
	Remedial teaching	35
	Periodical Teacher evaluation by students	30
<u>Research and Extension</u>		
	Four research programmes with qualified research guides.	55
	Research Forum/Research Journal published by departments	15
	Seminars/workshops organized by the departments	15
	Electronic scientific databases are easily accessible- INFLIBNET	25
	Major/Minor Research Projects undertaken by faculty	30
	Outreach programmes/NSS/NCC/women's cell/Journalism club/Film club/Eco club	40

Points to be improved

Teaching and learning process:		Choice in %
	High Student to teacher ratio	30
	Lack of student centered teaching/Plans for student	18
	Lack of PG courses in some departments/implementation of Technical/job oriented courses/Bridge courses/Exchange Programmes	10
	Some programmes need up-gradation	10
	Ageing/outdated technical equipments/lack of e-board/smart teaching aids	15
<u>Research and extension</u>		
	Inadequate research infrastructure (laboratory spaces and equipments).	15
	High teaching load on the expense of the research.	10
	Lack of facilities in College library/Library staff	15
	Lack of interdisciplinary research	25
	Lack of hostel facilities for research students	50
	Industrial Collaboration	10
	Lack of publication unit in college	10

Methods for Improvement

	Teaching and learning process	Choice in %
	Up gradation of learning resources.	40
	Bringing external experts to campus on a regular basis	25
	Mobilizing workforce on the campus	35
	Initiate student/faculty exchange programmes	25
	Industrial/Theatre/Field training to students	40
	Starting online courses	0
	<u>RESEARCH and EXTENSION</u>	
	Collaboration with Industry	35
	More Major Research projects to be undertaken	20
	Other funding options DST FIST grant for Colleges	15
	Initiation of Consultancy services	10
	Training students for emergency medical /trauma care and give support to patients.	25

Annexure iii

1. Best Practices in Curricular Aspects

- a) As part of the efforts to improve the quality of teaching
- The faculty members of University academic bodies were motivated to involve the University Curriculum framework process.
 - Arrange workshop for syllabus framework.
 - Faculty members were encouraged to attend training and orientation programmes.
- b) The educational and academic standards of the students have been sustained and enhanced through teaching, learning and evaluation process:
- Subject wise motivation classes conducted for the First Semester students.
 - ICT involvement in Teaching Learning process.
 - Remedial classes, job oriented and certificate courses were conducted.

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

The best practices in curricular aspects are:

- Remedial classes and Coaching classes arranged for the needy students with the support of UGC schemes.
- Student feedback for updating syllabus and curriculum.
- Post Graduate students were motivated towards ICT enabled learning process.
- Teacher Evaluation by the Student was conducted regularly and which helped the teachers to improve the teaching.
- Selected students from different subjects were motivated through WWS and SSP.

2. Best Practices in Teaching -Learning Process

- Teacher evaluation by the students for improving the learning process.
- Extension Lectures were conducted on special areas to increase the knowledge of PG students in that area of study.
- Started more certificate and job oriented courses.
- Teachers were encouraged to attend Training programmes

- The Language departments adopted different teaching methods like Pyramid Teaching, used Video and Audio Clippings of important poets and writers etc. to increase the teaching learning process more interesting.

3. Best Practices in Research, Consultancy and Extension

1) Research

IQAC Research Committee which include senior members motivate and encourage the research activities like

- To upgraded PG Departments to promote Research Culture among students.
- Encouraged the Faculty members to avail more Research Project.
- Created a Research atmosphere in the campus by improving the standards of Research Labs and Library
- Encouraged the Faculty members towards Research activities by instituting Young Faculty Award.

2. Consultancy

Consultancy were provided for,

- Water analysis by the Research department of Chemistry in collaboration with CWRDM
- Identifying specimens by the Research department of Zoology in collaboration with ZSI.

3. Extension

- Faculty members and PG students engaged classes for the educationally backward students in the adjacent schools.
- NSS and NCC Volunteers were trained and sent to different institutions like Mental Hospitals and Poor Homes to create a positive social awareness.
- Special Lectures were given by the Faculty members on e-learning, environment protection and popular science.

4. Best Practices in Infrastructure and Learning Resources

The management with the support of funding agencies and alumni improve the infrastructure and learning resources

- Constructed a new Research Block and Computer Lab
- Purchased new Equipments, Computers and Books
- Introduced more ICT based classroom.

- INFLIBNET AND WiFi facilities to more departments.
- Modified Library with more facilities.

5. Best Practices in Student Support and Progression

The students were supported by the Management, PTA, Alumni etc through the following programmes and practices,

- WWS and SSP introduced effectively.
- Academic and Non-Academic activities of students were encouraged by the PTA and Management by instituted cash awards.
- More career oriented courses were conducted in collaboration with CCEK
- Students were trained for Competitive examinations and Job Fest.
- Journalism and Film Club were organized programmes regularly to promote the students' talents in Media and Film studies.
- Grievance Redressal Cell addresses the various grievances of the students
- Environment awareness through Eco Club and Natural Club
- Counseling classes were arranged by PTA.

6 .Best Practices in Governance and Leadership

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

- Create more facilities for Research and Teaching- Learning processes.
- Faculty members were encouraged to take up new projects, attending seminars and conferences at National and International level.
- Promoting talented students by presenting awards and scholarships.
- Keeps the infrastructure up to date with repairs and renovations.
- Arranged Training programmes for both students and teachers,
- Office Staff were equipped with ICT enabled services.

7. Best Practices in Innovations and Best Practices

The following are the innovative practices introduce during year,

- Vegetable and Medicinal gardens.
- Energy auditing.
- Training for making LED bulbs.
- Classes on Energy conservation
- Self Academic Auditing

- Training and Orientation programmes arranged for the Faculty members to improve the Teaching Methods.
- Clean and Green Campus programme initiated by NSS, NCC and Eco Friends

NAAC/AQAR ACK/ DECEMBER/ 2016/

Malabar Christian College

Kozhikode

Kerala

Subject: Acknowledgement of AQAR

We are acknowledging the receipt of Online Submission of **Annual Quality Assurance Report** (AQAR) for the year : 2015-16.

For any queries related to AQAR, you may kindly contact capuaqar@gmail.com or 080-23005125 (Aqar direct help line).

Wishing you success in your quality enhancement process.

THANKS WITH REGARDS