

PAYYANUR COLLEGE, PAYYANUR

(Affiliated to Kannur University)

P.O. EDAT, PAYYANUR

KANNUR DISTRICT

KERALA STATE - 670327

www.payyanurcollege.ac.in



ANNUAL QUALITY ASSURANCE REPORT 2009-10

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

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The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

1. Details of the Institution

1.1 Name of the Institution	PAYYANUR COLLEGE
1.2 Address Line 1	EDAT
Address Line 2	PAYYANUR
City/Town	KANNUR DISTRICT
State	KERALA
Pin Code	670327
Institution e-mail address	payyanurcollege@rediffmail.com
Contact Nos.	0497 280 5521
Name of the Head of the Institution:	K. Narayanan
Tel. No. with STD Code:	0497 280 5521
Mobile:	9447763282

Name of the IQAC Co-ordinator:

Dr K C Muraleedharan

Mobile:

9447685659

IQAC e-mail address:

iqacpnrc@gmail.com/iqacpnrcrar@gmail.com

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

1.4 Website address:

www.payyanurcollege.ac.in

Web-link of the AQAR:

www.payyanurcollege.ac.in/AQAR200910.doc

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

1.5 Accreditation Details

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

1.6 Date of Establishment of IQAC :

DD/MM/YYYY

20.06.2007

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

2009-2010

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

- i. AQAR for the year 2007-08 submitted on: 25.12.2015
- ii. AQAR for the year 2008-09 submitted on 26.12.2015

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

KANNUR UNIVERSITY

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme	<input type="text"/>	UGC-CE	<input type="text"/>
UGC-Special Assistance Programme	<input checked="" type="checkbox"/>	DST-FIST	<input type="text"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other (<i>Specify</i>)	<input type="text"/>
UGC-COP Programmes	<input type="text"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="7"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="1"/>
2.3 No. of students	<input type="text" value="1"/>
2.4 No. of Management representatives	<input type="text" value="2"/>
2.5 No. of Alumni	<input type="text" value="1"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="1"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="0"/>
2.8 No. of other External Experts	<input type="text" value="1"/>
2.9 Total No. of members	<input type="text" value="14"/>
2.10 No. of IQAC meetings held	<input type="text" value="4"/>

2.11 No. of meetings with various stakeholders:	No.	<input type="text" value="5"/>	Faculty	<input type="text" value="3"/>	
Non-Teaching Staff	<input type="text" value="2"/>	Alumni	<input type="text" value="1"/>	Others	<input type="text" value="1"/>
Students					

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

1. Quality Orientation programmes for faculty, supporting staff and students
2. Seminar on Methodology of Humanities
3. Seminars on Grading and Semesterization
4. Research orientation to faculty
5. Guidance for Continuous Assessment as part of Grading, Semesterization
6. Open forum for doubt clearing on CCSS in association with Statistics faculty
7. Teak garden: plantation in collaboration with Rotary Club and Forestry Club

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
<p>1. Academic reorientation to suit the new syllabus and Choice Based Credit Semester System :</p> <p>2. Strengthening Knowledge Capital and Research aptitude</p> <p>3. Ladies Hostel (Peer Team recommendation (No.2)</p> <p>4. Plant conservation</p>	<p>1. a) Orientation programmes and seminars conducted for Humanities</p> <p>b) continuous assessment guidelines prepared</p> <p>c) Faculty headed restructuring and review workshops</p> <p>d) Faculty involved in text production seminars.</p> <p>e) Faculty as resource person of CBCSS workshops</p> <p>2. a) Optimum number of working days and compensation of loss through Saturday special classes.</p> <p>b) Three national seminars planned on the guidelines of National Knowledge commission report 2007.</p> <p>c) Faculty Seminar participation: 62</p> <p>3. Ladies' Hostel work started.</p> <p>4. Teak garden planted</p>

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

Discussed and approved for submission

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	3	0	0	0
PG	3	0	0	0
UG	13	0	0	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	0	0	0	0
Others	0	0	0	0
Total	19			
Interdisciplinary	0	0	0	0
Innovative	0	0	0	0

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	16
Trimester	0
Annual	2007-08 & '08-'09 (2 nd & final)

1.3 Feedback from stakeholders* Alumni Parents Employers Students

(On all aspects)

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

*Please provide an analysis of the feedback in the Annexure

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

CBCSS & Direct Grading introduced in 2009-10 batch onwards.

Restructured syllabus with methodology as prime focus and open courses for interdepartmental mobility.

Changes in syllabus according to the guidelines provided by Kerala State Higher Education Council and Court orders and Government directives.

Informatics introduced for all disciplines in the core part

Rationalization of terms and course structures

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

No.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
56	14	42	0	0

2.2 No. of permanent faculty with Ph.D.

12

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
2	15	0	0	0	0	0	0	0	0

2.4 No. of Guest and Visiting faculty and Temporary faculty

17

0

0

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	0	44	18
Presented papers	6	9	18
Resource Persons	1	2	1

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

1. Use of new technology for TLE and resource gathering and sharing.
2. Bridge-course to make learning deficit in the foundation courses.
3. PTA funding for high quality research journals.
4. Focus on skill development in tune with the key points of NKC 2007 report.
5. Regular National seminars and Invited lectures for knowledge updating.
6. Use of online resources in the class

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

200

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

Bar Coding, Multiple Choice Questions, Centralised valuation, CBCSS & grading

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

16	2	30
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2.10 Average percentage of attendance of students

94

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
Mathematics PG	11	55	27	09	00	91
Mathematics UG	26	54	31	07	08	100
Physics PG	09	56	11	00	12	79
Physics UG	18	44	11	22	12	89
Chemistry PG	8	57	43	00	00	100
Chemistry UG	28	86	14	00	00	100
Zoology UG	25	68	24	08	00	100
Botany UG	25	44	28	12	04	88
Hindi UG	20	70	10	10	05	95
Functional Hindi UG	18	72	17	00	06	95
Malayalam UG	27	44	26	07	04	81
English UG	30	04	27	40	24	95
History UG	35	06	23	31	20	80
Political Science	48	06	46	13	04	69
Economics	46	24	24	28	22	98
B Com	58	26	41	05	04	76

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

1. Ensuring maximum number of working days and taking measures for compensating losses.
2. Providing guidelines regarding the activities of the semester concerned.
3. Department meetings followed by College council meetings in which IQAC members are also present.
4. Different aspects of student performance in the examinations including result are discussed in IQAC and College Council meetings and concerted measures are suggested for improvement.

5. Skill development strategies are suggested.
6. Lesson plans and Result analysis for tracking and assessing progression.
7. Insistence on programmes for interaction in the subject as well as related spheres of knowledge with a focus on institutional social responsibility.
8. Initiative taken to enhance quality in all constituencies.

2.13 Initiatives undertaken towards faculty development 9

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

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	14	0	0	0
Technical Staff	15	0	0	0

Criterion – III

3. Research, Consultancy and Extension

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

1. Awareness sessions on the need for research orientation in academic activities.
2. Taking measures for subscription of more standard and interdisciplinary journals in the library and departments.
3. Orientation provided to develop research aptitude among the faculty
4. Requested the Management to provide incentives to faculty for academic achievements and research activities of amateur and professional orientation.
5. All constituencies of the college were requested to promote innovativeness and research at all levels.
6. Departments are requested to monitor library use and provide reading facilities
7. Enhanced facilities for peer readers with the central as well as department libraries.
8. Students and faculty are encouraged to attend seminars in nearby colleges and also to visit

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	8	0	0
Outlay in Rs. Lakhs	0	4.68	0	0

3.4 Details on research publications

	International	National	Others
Peer Review Journals	3	7	2
Non-Peer Review Journals	0	0	4
e-Journals	0	0	0
Conference proceedings	0	5	0

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2007-12	UGC	5,70,000	300000
Minor Projects	2 years	UGC	4,68,000	2,15000
Interdisciplinary Projects	0	0	0	0
Industry sponsored	0	0	0	0
Projects sponsored by the University/ College	0	0	0	0
Students research projects <i>(other than compulsory by the University)</i>	0	0	0	0
Any other(Specify)	0	0	0	0
Total			10,38,000	5,15000

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	0	3	1	1	30
Sponsoring agencies		UGC	PTA, Management	NSS, Students	NCC, Staff, Union, 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 From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

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

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

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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level	<input type="text" value="107"/>	State level	<input type="text" value="0"/>
National level	<input type="text" value="15"/>	International level	<input type="text" value="0"/>

3.23 No. of Awards won in NSS:

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

3.24 No. of Awards won in NCC:

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

3.25 No. of Extension activities organized

University forum	<input type="text" value="0"/>	College forum	<input type="text" value="4"/>		
NCC	<input type="text" value="2"/>	NSS	<input type="text" value="8"/>	Any other	<input type="text" value="0"/>

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

- Continued publication of the magazine *Ananthatha*, the first ever Mathematics magazine in Malayalam with more than thousand subscribers.
- Planned national and institutional level seminars in response to the goals set by the National Knowledge Commission.
- Hosted various sports competitions
- Intensive fine arts promotion and arranging of opportunities to talented students in association with experts of the field concerned.
- Opening up of departments to school students as leaning resources.
- NSS: construction of roads, National integration and legal literacy classes,

- NCC: Raising national consciousness by sending students to attend ATC, CWATC, NIC and Pre-RD camps.
- EDP club to promote entrepreneurship among student community
- Forestry club and Zoology club to address issues related to environment and conservation
- Departmental exhibitions for school students.
- Career Guidance Cell for connecting prospective employees to employers.
- Free Coaching camp for rural talents in Football and Volleyball
- Film festivals.
- Management Meet organized
- Book release in memory of the renowned and pioneering environmentalist and nature scholar, the late John C Jacob by the Hon.Vice Chancellor, Michael Tharakan.
- Adaptation of the play *Nagamandala*, prescribed for English UG core as a puppet drama in Malayalam and public performance of the same in colleges and public widely.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	96 acres	0	-	96
Class rooms	44	0	-	44
Laboratories	10	0	-	10
Seminar Halls	2	0	-	2
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	0	0	-	0
Value of the equipment purchased during the year (Rs. in Lakhs)	0	0	-	0
Others				

4.2 Computerization of administration and library

Yes, except purchase

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	41809	3147359	562	119338	42371	3266697
Reference Books	574	223305	13	3052	587	226357
e-Books						
Journals	63	33651	7	7835	70	41486
e-Journals	0	0	0	0	0	0
Digital Database	0	0	0	0	0	0
CD & Video	210	34738	5	500	215	35238
Others (specify)	0	0	0	0	0	0

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	61	2	61	2	-	2	15	-
Added		-	-	-	-	-	-	-
Total	60	2	60	2	-	2	15	-

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

Networking of the office

Training classes given to the supporting staff on the advantages of office automation and file sharing.

The first semester students introduced to browsing and resource gathering.

4.6 Amount spent on maintenance in lakhs :

i) ICT	0.5
ii) Campus Infrastructure and facilities	3.77
iii) Equipments	0.3
iv) Others	0
Total :	4.57

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. Familiarizing students to facilities and services offered by the different constituencies of the college
2. Ensuring display of notices and information of services in the college calendar and the college site.
3. Information transmission through announcements.
4. Holding fresh students' and parents' meeting before the commencement of first semester to give orientation for studies and give information about the services available in the college.
5. Faculty sensitization sessions on rendering student support services effectively by circulating UGC NAAC and Kerala Government orders.

5.2 Efforts made by the institution for tracking the progression

Periodic meetings of different constituencies like College Council and PTA an also through the feedback on different aspects of functioning of the college.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1464	57	25	0

(b) No. of students outside the state

1

(c) No. of international students

0

Men	No	%	Women	No	%
	439	28		1107	72

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
364	266	15	885	6	1536	361	253	19	903	10	1546

Demand ratio 1:10 Dropout %: 5

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

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

Remedial coaching for students

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET	<input type="text" value="2"/>	SET/SLET	<input type="text" value="10"/>	GATE	<input type="text" value="0"/>	CAT	<input type="text" value="0"/>
IAS/IPS etc	<input type="text" value="0"/>	State PSC	<input type="text" value="20"/>	UPSC	<input type="text" value="10"/>	Others	<input type="text" value="0"/>

5.6 Details of student counselling and career guidance

1. Mock-interview for sharpening job-entry skills
2. Providing exposure to Higher education possibilities in India and abroad through interaction with experts.
3. Group counselling sessions to all students and individual sessions for the needy.
4. Competitive skill enhancement sessions and confidence boosting programmes led by trainers.
5. Sessions on social responsibility steered by experts and soft skill training programmes of short term duration
6. Programmes incorporating National Knowledge Commission suggestions on skill enhancement

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
0	0	0	0

5.8 Details of gender sensitization programmes

1. NSS classes on gender parity
2. Empowerment sessions for women through NSS and NCC activities.
3. As most of the students enrolled are women, every programme is practically an attempt at woman empowerment.
4. Exclusive Girl Students forums like MATHRUKAM and SNEHITHA also rally the cause of gender equality and conduct gender rights awareness classes
5. Contextualization of gender justice in classroom interactions.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	30	20640
Financial support from government	256	12,13,339
Financial support from other sources	114	519306
Number of students who received International/ National recognitions	8	24000

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: Sports Hostel repair done.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION: Our Education, Our Future

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

MISSION STATEMENT: The seminal aspects of our **MISSION** are:

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

6.2 Does the Institution have a management Information System

No. Though there is no management information system software, information is managed successfully partly manually and through software in part.

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

6.3.1 Curriculum Development

Direct Grading with Choice based credit semester system was introduced by the university for the first time in Kerala for the undergraduate students. The faculty attended workshops and participated in the academic curriculum design and restructuring process. In some disciplines, faculty from the college led the discussions and restructuring process. A considerable number of teachers who were on Boards of Studies, Academic Council and such bodies also had creative roles. Some of the faculty members were part of text production also.

Apart from this, various strategies were adopted to improve the quality of the curriculum:

1. One faculty was given the charge of the coordinator for the Grading system project at the college level to clarify doubts and coordinate between the university and college.
2. Feedback on curriculum and grading system.
3. Suggestions advanced during curriculum review meetings.
4. Faculty address issues in curriculum in their respective forums and organs.

6.3.2 Teaching and Learning

General Measures: 1. Introduced Direct Grading System and Choice based Credit Semester System as per university guidelines

2. Measures for knowledge updating, innovativeness in transacting the content, reading of Journals, use of online resources initiated.

3. Books, news paper articles (Sunday Education pages) etc related to educational innovativeness were collected for reference.

3. Provided sophisticated learning strategies: ICT, audio-visual , discussions and debates, presentations. Quality faculty appointments are ensured by the selection committee.

Specific steps taken in this line are:

1. Institution follows university academic calendar, encourages special classes, ensures timely finishing of portions, conducts educational camps and study trips, and provides the students with lecture notes for better results.
2. Remedial coaching classes with confidence building sessions are organized for difficult subjects.
3. Each department adopts student-friendly methods to promote teaching-learning activities.
4. Revision of lessons before the study leave.

6.3.3 Examination and Evaluation

Both these aspects are exclusive privileges of the university to which the college is affiliated and so there is little choice in these matters. Some departments encourage quizzes, random tests, oral tests. The college conducts a Model examination.

6.3.4 Research and Development

1. Career advancement opportunities through research are brought into the attention of faculty and library staff as well as supporting staff and official letters of this kind are circulated.
2. Inspiring the faculty to utilize opportunities provided for research and knowledge updating by UGC like FDP, Refresher and Orientation programmes, Summer courses, Seminars and workshops
3. The awareness that ' Knowledge challenges of the 21st century' that NKC anticipated could be addressed only through research was imparted through posters and talk sessions.
4. Staff forums are used to encourage faculty for knowledge advancement and to instil and promote research aptitude.
5. Senior student projects in digital form are made accessible to new learners in some departments

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library automation completed. Everything except purchase is done through software to ensure easy access and save time. Flexible working time suggested and implemented in spite of shortage of staff for addressing student requirements in pre-examination months and assignment and seminar seasons. Direct access provided to peer readers among students if requested.

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

All departments are net connected.

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

Infrastructure survey is conducted to measure the need and suggestions regarding needed addition to existing infrastructure and timely maintenance of the available ones are put across for the Principal's and Manager's consideration are submitted.

The principal keeps a register for passing information about the demands of this sort.

6.3.6 Human Resource Management

Opportunities are created to enhance the potentialities of staff and students and orient their energies to realize the goals of the nation in the field of higher education

Career advancement schemes for faculty to equip themselves for discharging their role as promoters of knowledge are provided

Knowledge community concept is underscored through intensive training

The fine arts talents are promoted in large scales.

Activities of NSS along with NCC and 20 other student teacher forums strengthens the human resource management project .

Science departments streamline their human resources for promotion of the spirit of science in tune with the NKCR, 2009.

Peer student teaching by the department of English as well as some other departments is an innovation practiced by the college in the area of Human Resource Management.

6.3.7 Faculty and Staff recruitment

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

6.3.8 Industry Interaction / Collaboration

Visits to industrial sites and factories are conducted. Science departments have linkages with industrial firms for student projects while social sciences line with local bodies. Department of Commerce has set up industry connections as well as linkages with financial institutions for promoting the interest of students.

But these are only short term, semi official tie-ups and the institution is conscious of making proper linkages in the future and this is a small step towards instituting fully statutory linkages.

6.3.9 Admission of Students

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

6.4 Welfare schemes for

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

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes No

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

1. 75 % attendance made compulsory for attending annual examination.
2. Chance for improvement of results.
3. Revaluation and recounting facility
4. Camp and Home valuation as per requirement.
5. Grading system introduced to resolve wide gaps in valuation due to lack of objectivity

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

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

6.11 Activities and support from the Alumni Association

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

6.12 Activities and support from the Parent – Teacher Association

Financially and morally supportive.

PTA meets half the amount of guest faculty salary every year.

Activities of this year include the distribution of cash awards, financial assistance to departments for seminars and journals, Jersey for sports stars, sanctioned money for the Cabling work for Department net working.

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

6.13 Development programmes for support staff

The college conducts short duration computer training sessions.

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

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

The projects of earlier years continued with some additions:

1. Teak garden project: Saplings planted.
2. Water trapping pits with the fund of the local bodies on the slopes of the hillock
3. Expansion of Fruit and flower gardens
4. Botany herbal garden and orchard
5. Zoology butterfly park
6. Preservation of hillock and the grassland surrounding the campus
7. Well-ventilated, wide-windowed classrooms for reducing electricity consumption
8. Open-air classes whenever possible
9. Restricted entry for vehicles to promote the practice of moving about on foot and reducing noise pollution and distraction on the campus.

Criterion – VII

7. Innovations and Best Practices

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

1. Manual prepared for CBCSS and Direct Grading : Continuous evaluation of students in the wake of CBCSS and Direct Grading System posited challenges to faculty in general and the college addressed these issues by framing a manual for the guidance of teachers and students to understand and put into practice calculations for CE as stipulated. The faculty of the department of Statistics and Mathematics engineered this project also and the materials produced were used to provide guidance to the faculty in various colleges affiliated to the university and also to the university authorities.
2. The best practice of this year is the sustained practice of publishing the first ever complete Mathematics magazine in Malayalam **Ananthatha** set to promote the interest in Mathematics among the students of school and college besides the public. .

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

Plan of Action	Action Taken
5. Academic reorientation to suit the new syllabus and Choice Based Credit Semester System :	2. a) Orientation programmes and seminars conducted for Humanities b) continuous assessment guidelines prepared c) Faculty headed restructuring and review workshops d) Faculty involved in text production seminars. e) Faculty as resource person of CBCSS workshops 2. a) Optimum number of working days and

<p>6. Strengthening Knowledge Capital and Research aptitude</p> <p>7. Ladies Hostel (Peer Team recommendation (No.2)</p> <p>8. Plant conservation</p>	<p>compensation of loss through Saturday special classes.</p> <p>b) Three national seminars planned on the guidelines of National Knowledge commission report 2007.</p> <p>c) Faculty Seminar participation: 62</p> <p>3. Ladies' Hostel work started.</p> <p>4. Teak garden planted</p>
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7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

1. Manual prepared for CBCSS and Direct Grading
2. The best practice of this year is the sustained practice of publishing the first ever complete Mathematics magazine in Malayalam Ananthatha set to promote the interest in Mathematics among the students of school and college besides the public. .

****Provide the details in annexure (annexure need to be numbered as i, ii,iii)***

7.4 Contribution to environmental awareness / protection

1. House to house campaign against plastic waste
2. Observing days related to nature, energy and water conservation.
3. Poster exhibition with slogans for sustainable development.
4. Small scale plantations
5. NSS , NCC and Forestry Club sessions on sustainable life modes for better environment.
6. Article on Environment, conservation, sustainability, natural calamities and farmer suicides by international and national figures included in common courses and assignments options are brought to bear upon these aspects so that students will have firsthand experience of the consequences involved.

7.5 Whether environmental audit was conducted? Yes No

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

STRENGTHS:

- 1500 potential students and about 100 resourceful staff members.
- 72% women among student community
- NAAC accreditation with A Grade.
- Outstanding no. of ranks (249), pass percentage: UG 89.7 % PG: 90
- University Arts festival winners for the last **SEVEN** consecutive years
- Active Parents Teachers Association (PTA).
- Asphalted 600 meters road access from the Calicut- Mangalore National Highway.
- Uninterrupted drinking water supply.
- Safe and uninterrupted power supply to the college (with a separate transformer).
- 104 Acres of land as Campus.
- 18 big and small structures for academic, administrative, sports and other related supporting services.
- New Laboratory for Chemistry.
- UGC aided Life science Block
- Computer lab (MP Fund).
- 1000-seater Auditorium (Inaugurated by the Chief Minister of Kerala)
- UGC Aided Library Block.
- Computerized (except purchase) library.
- Computerization of Admission, Salary , PF and Arrear Work
- Seminar Hall of 250 seat capacity.
- Mini Conference Hall – 30 seater – attached to Principal’s Chamber
- Health Centre.
- Herbal garden and Green House.
- Fruit orchard
- Green, Clean, Plastic-free Campus.
- Waste collection bins (District Cooperative Bank sponsored), Separate Laterite pits for bio-degradable and non-degradable waste disposal.
- Museum.

- Canteen
- Landscaped Campus.
- Well-maintained College Gardens.
- Environment –friendly campus
- Payyanur College Employees Cooperative Credit Society & Store.
- Three Research Centres.
- Public Bus-Waiting Shelter at the College Stop (In memory of Sri.P.Appukuttan, former student who died in an accident) contributed by staff and students.
- Promotion of other institutions by land contribution at different times

Total Land Contribution: 36 Acres and 63 cents

WEAKNESS:

- Insufficient space in the curriculum for research training of students
- No college-owned transportation facilities
- No patents
- No men's hostel
- No crèche
- No compound wall
- No bank/ATM counter
- No paid consultancy
- No international linkages and collaboration
- Communication skill issues of students
- Drop out percentage
- Use of conventional energy
- No significant project for water harvest

OPPORTUNITIES

- Scope for research and post-graduation in four disciplines
- Good teacher-student rapport
- Chance for upgradation to potential centre of excellence
- Scope to become the area hub of knowledge and research

- Can develop into Sports and Fine arts centre of excellence
- Opportunities for interdisciplinary centres of study
- Interdisciplinary attitude through Open courses

THREATS

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

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

The institutional plan for 2010-11 focus on the selected aspects of the National Knowledge Commission Report, SWOT analysis and also the key aspects of the Eleventh Five Plan objectives (2007-12):

- **Infrastructural and academic projects for the creation of a knowledge community:**
 1. Dedicated attention to implement the Direct Grading System and CBCSS making a strong move towards a student-friendly academic system.
 2. National and institutional seminars.
 3. Net work Resource Centre
 4. Separate spacious department library for Mathematics.
 5. Computer lab for Mathematics
 6. Audio-Visual Room for smart classes
 7. Renovation of Physics laboratory
 8. Interdepartmental Networking
 9. Skill-enhancement of school teachers: Enrich Your English

Name: Dr KC Muraleedharan

Name Dr Premavalli P V

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

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Annexure I

ACADEMIC CALENDAR – 2009 - '10 - UG PROGRAMMES (NON-SEMESTER)

First Term: 1.6.2009 to 05.09.2010			
Month	Date	No of Working Days	
June 2009	1-30	22	
July 2009	1-31	22	
August 2009	1-28	20	Onam holidays: 29-08-09 to 06-09-09 (09 days)
Total		64 days	
Second Term (07.09.2009 – 18.12.2009)			
September 2009	07-30	15	
October 2009	1-31	21	
November 2009	1-30	20	
December 2009	1-18	14	X-mas holidays: 19.12.09 – 27.12.09 (9 days)
Total		70 days	
Third Term (28.12.2009 – 31.3.2010)			
December 2009	28-31	4	
January 2010	1-31	20	
February 2010	1-28	20	
March 2010	1-31	22	
Total		66 days	

ACADEMIC CALENDAR – 2009-10 - PG PROGRAMMES – SEMESTER

First Semester: 29.7.09 to 30.11. 10			
Month	Date	No of Working Days	
July 2009	29-30	3	
August 2009	1-28	20	
September 2009	7-30	15	Onam holidays: 29.08.09 – 06.9.09 (9 days)
October 2009	1-31	21	
November 2009	1-30	20	
Total		79	First semester PG exam: November 2009
Second Semester: 1.12.09 – 31.3.2010			
December 2009	1-31	18	X-mas holidays: 19.12.09 – 27.12.09 (9 days)
January 2010	1-31	20	
February 2010	1-28	20	
March 2010	1-31	22	
Total		80 days	II Semester PG exams: May 2010 (University Exam Calendar 2010)
Third Semester – Second year: (01.06.09 – 31.10.09)			
June 2009	1-30	22	
July 2009	1-31	22	
August 2009	1-28	20	
September 2009	7-30	15	Onam holidays: 29.08.09 – 06.9.09 (10 days)
October 2009	1-31	21	
Total		100 days	III Sem PG exams: November 2009 (University Exam Calendar 2009)
Fourth Semester – Second year: (01.11.09 – 31.3.10)			
November 2009	1-30	20	
December 2009	1-31	18	X-mas holidays: 19.12.09 – 27.12.09 (9 days)
January 2010	1-31	20	
February 2010	1-28	20	
March 2010	1-31	22	

	Total	100 days	IV Sem PG exams: April 2010 (University Exam Calendar 2010)
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Annexure 2

BEST PRACTICES

1. Direct Grading and CCSS Manual:

Context: The introduction of the Grading System in colleges of Kannur University in 2008 and the consequent introduction of Choice-Based Credit Semester System brought in a shift from the mark/annual system of evaluation to the new Direct Grading/CCSS System. The change was ultimately a student-friendly one envisaged in the higher education system at the national level and so mandatory for the State and the University to follow suit. The change, however, has offered challenges and possibilities and also a lot of confusions too in spite of the university guidelines and orientation classes. So the faculty of the department of Statistics and Mathematics, prepared guidance materials with specific cases worked out as examples for the evaluative grading of a student.

Practice:

The guidelines prepared last year had to be reworked to include aspects of the new Choice-Based Credit and Semester System. This was introduced for the first time in the state for the undergraduates and the initiative was taken up by Kannur University as a challenge in introducing innovation in course structure as well as evaluation. There was confusion at all levels and it was necessary to support faculty and students with materials to face the challenges involved while radically changing an established system to meet the national objectives. So another set of documents for introducing the newly implemented direct grading system and CCSS to the faculty and students was prepared and made available to students as well as teachers who required help. The faculty of the department of Statistics and Mathematics produced the materials and provided these to the faculty in various colleges affiliated to the university and also to the university authorities for ensuring the implementation and practice foolproof at the university level.

Impact:

The spirit of the new change could be instilled into the faculty and students through simplified guidelines and worked out examples of grading and it definitely served to reduce the amount of confusion that is inevitable in radical system alterations. Teachers of all disciplines found the manual and other related materials simple and user-friendly. Students also used it as a handy ready-reckoner throughout their undergraduate programme.

Challenges:

Anticipating issues and sorting them out and providing concrete examples to help teachers while taking up the process of actual grading calculations was one of the major challenges. The existence of the mark system(2006-09, 2007-10) grading system (2008-11)and the CCSS (2009-12) together added further complications for the faculty and that was another challenge to address. The coexistence of the annual examination system and the semester system was another major challenge. Still another problem was the need to discern and justify the difference of the two systems and create awareness of the merits of the direct grading and Credit-Based semester system in the five point scale among the faculty, supporting staff and students who were strongly conditioned by the sixty years long familiarity with the mark and annual examination system.

2. *Ananthatha*:

Context: Mathematics is one of the basic and prime disciplines. Its uniqueness has been highlighted by the statement that it is the language of the universe those who want to read the universe should learn it invariably. Mathematics makes all sciences work. It is impossible to think of day today life without arithmetic. This discipline which runs through all disciplines as life force is also thought to be a most difficult one by many. So, the first thing to be done for its popularisation and democratization is to allay the fears about the subject by expounding the basics in a simple language accessible even to the layman. Another obstacle in the study of Mathematics and every other discipline in a postcolonial society is the medium of instruction that complicates matters of learning and comprehension. Taking all these factors into consideration, a complete Mathematical Journal in Malayalam was thought about and the Department of Mathematics in association with the alumni set out to work for the project. All the same, some of the articles by people who cannot write in Malayalam are published in English thereby freeing the practice from the narrow designs of language extremism. Another aspect of the origin of the journal is the need felt among the maths enthusiasts and school and college students for interaction in the subject. Payyanur College, Payyanur has always been known for its department of Mathematics, especially during the long innings of the second Principal, Prof. A K Raghavan Nambiar, an excellent mathematics professor. So the department wished to keep the tradition of knowledge production and sharing by publishing a journal.

Practice:

The practice involved the regular collection, editing and publication of articles in Mathematics as a trimonthly for inspiring the young generation to love mathematics and also to provide opportunities for peer learners and scholars to share treatises. It is also a practice that brings all the students, scholars of the discipline, professors of mathematics and also those who are interested in mathematics together with a serious mission to fulfil.

Impact:

The magazine itself is an impact of the tradition of the Mathematics department and the active Maths Club and the impact of this journal can very well be perceived on various counts such as the number of subscribers, eminent authors contributing articles, and the cross references and recommendations in relation to the journal: Renowned professor of Mathematics and the Chief Editor of *Ananthatha* recommends the students to refer to an article in *Ananthatha* in Maths Blog (<http://mathematicsschool.blogspot.in/2011/03/new-maths-text-10.html>).

Challenges:

Funding, difficulties in contacting and collecting thought-provoking articles, rationalization of available material in a society that moves unconsciously away from the track of enlightenment logic and reasoning, getting the journal printed and sending the copies – all these aspects of materializing a journal and taking it to the aspiring reader involved challenges.
