PAYYANUR COLLEGE, PAYYANUR

Affiliated to Kannur University; Re-accredited by NAAC with B+ Grade
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ESTABLISHED IN 1965

IQAC QUALITY INITIATIVES

6.5.1: Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities
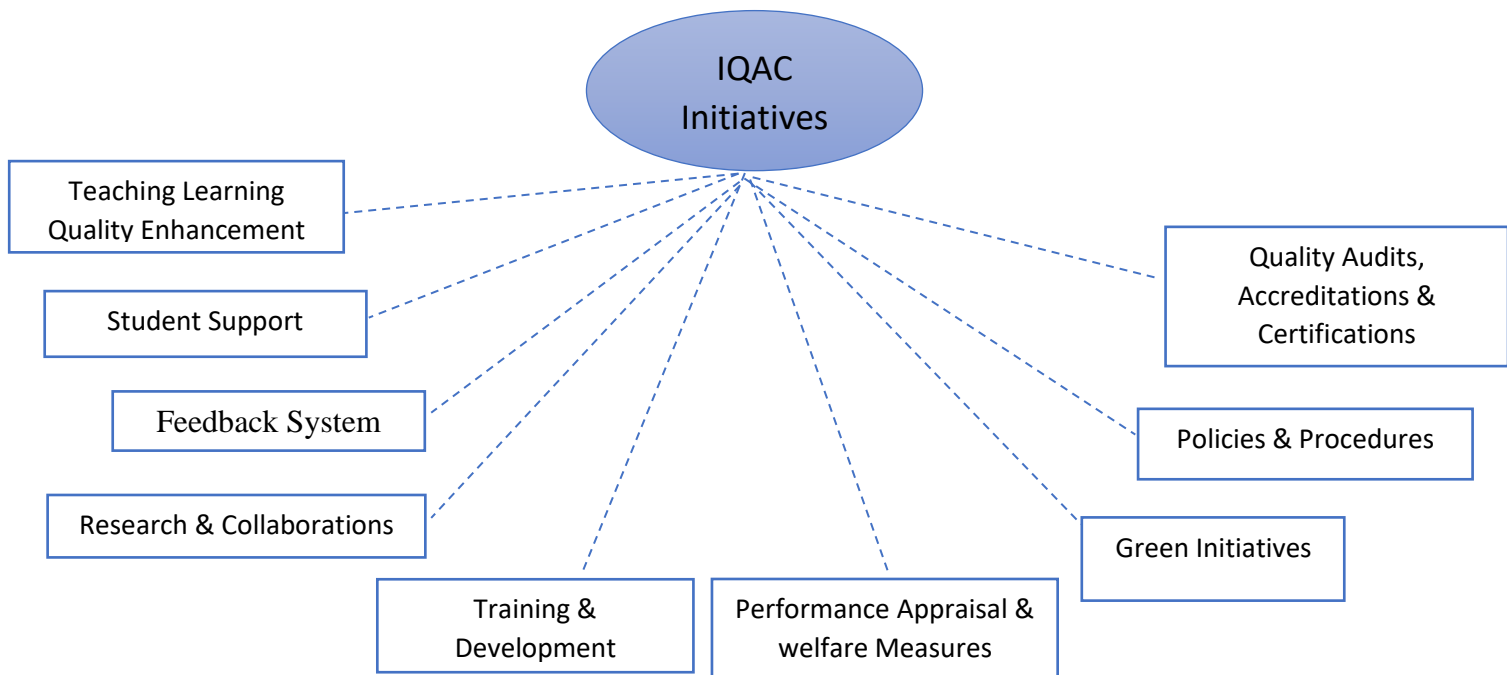
CONTENT

INITIATIVES OF INTERNAL QUALITYASSURANCE CELL

PAYYANUR COLLEGE

The Internal Quality Assurance Cell takes active measures to enhance the overall quality, both academic and non-academic, by engaging in various activities that enrich and empower the students, staff, alumni, employees, and the community.

TEACHING LEARNING QUALITY ENHANCEMENT

Internal Quality Assurance Cell is constantly making an effort in teaching-learning quality enhancement that emphasize its commitment for promoting and enriching supportive learning environment. Through structured academic planning, personalized mentorship, and innovative curriculum initiatives, the institution strives to empower students with the skills, knowledge, and values necessary for success in an ever-evolving world. By embracing accountability, transparency, and continuous improvement, the college remains committed to nurturing academic excellence and holistic development among its students.

Academic Calendar: The IQAC has implemented a precisely structured academic calendar to ensure the seamless progress of syllabus completion and effective planning of academic activities throughout the academic year. This calendar serves as a roadmap, guiding faculty members and students alike through the curriculum, examinations, and other essential academic

events. By adhering to this calendar, the institution guarantees that all year wise academic planning is met within the stipulated time frame.

Lesson Plan: Recognizing the significance of meticulous planning in facilitating effective curriculum delivery, all the faculty members are required to prepare detailed lesson plans for each subject. These plans serve as comprehensive blueprints for each teaching session, outlining objectives, content, methods for taking class, assessment methods, and resources. By adhering to structured lesson plans, faculty members ensure systematic and engaging delivery of curriculum content, catering to diverse learning needs and maximizing learning outcomes for students.


Teachers Diary: In line with the institution's commitment to accountability and transparency, the IQAC has taken an initiative to maintain teacher's diary by all faculties. This diary serves as a record of their professional activities both on and off-campus, including leaves availed, valuation duties, invigilation duties, and any innovative teaching methods adopted. By recording their activities, faculty members contribute to a culture of accountability and continuous improvement, facilitating the evaluation and refinement of teaching practices.

Mentoring System: Mentoring system has been established in the college to provide holistic support to students and enabling them to navigate their academic journey with confidence and resilience. Through personalized mentorship sessions, students receive emotional support, guidance, and encouragement, empowering them to overcome challenges and pursue their career aspirations effectively. This mentoring framework helps in enhancing student outcomes and making a supportive learning environment conducive to academic excellence and personal growth.

Orientation Programme & Bridge Course: Each academic year at College commences with a comprehensive orientation program designed to acquaint first-year students with the college's facilities, rules and regulations followed by the institution and available resources. Led by the Principal, this program offers invaluable insights into academic expectations, time schedules, available scholarships, and other essential information. Additionally, under the monitoring of IQAC, individual departments conduct bridge courses aimed at bridging the gap between school-level education and college-level curriculum. This course provides students with a deeper understanding of the new curriculum and structure and ensuring a smooth transition into college life.
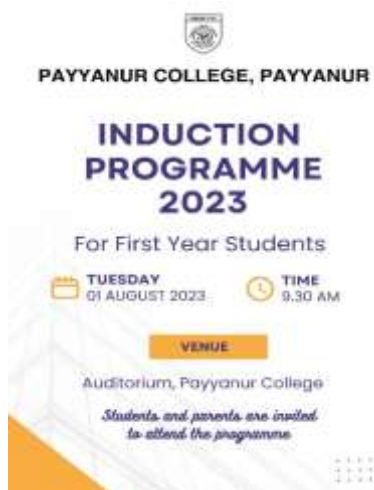
Certificate Courses: As a part of holistic education, the college offers a diverse range of certificate courses aimed at enhancing students' skill sets and knowledge base. These courses, conducted by various departments, cover a wide array of topics, including household cultivation, photography techniques, gender sensitivity and interdisciplinary topics. During the year 2022-23, IQAC directly conducted a certificate course at college level for the second-year students. Around 600 students participated in the programme. By participating in these courses, students not only acquire valuable skills but also absorb important values and perspectives essential for personal and professional development. Upon successful completion of these courses, students receive certificates recognizing their achievements and contributions.

Result Analysis: After the publication of every semester result, the IQAC organizes department meetings to analyse student performance comprehensively. These meetings serve as platforms for evaluating academic outcomes, identifying areas of strength and improvement, and devising appropriate intervention strategies. Through collaborative discussions and result analysis, faculty members and IQAC jointly developed strategies aimed at enhancing student learning outcomes and overall academic excellence.

FEEDBACK SYSTEM

IQAC has successfully implemented 360 Degree feedback system with in our institution to evaluate the performance of teaching and non-teaching staff. It involves collecting feedback from all stakeholders including students, alumni, employers and PTA. This system helps to identify the area for development and enable professional development.

Teaching Staff:

Feedback on individual teacher performance is collected from students through a well-structured questionnaire that covers all dimensions of the teacher's role. Feedback from parents is received in PTA meetings. Informal feedback is collected from alumni also. The Principal analyses the feedback and consolidated feedback report is given to individual teachers. Action to be taken report on low scoring areas is collected from the teachers which help them to address their shortcomings and improve their performance.

Non-Teaching Staff:

Feedback is collected by IQAC from stakeholders viz. principal, teachers and students for evaluating their performance in terms of professionalism, approachability etc. The feedback is analysed by IQAC and report is served to individual staff and action to be taken report is collected.
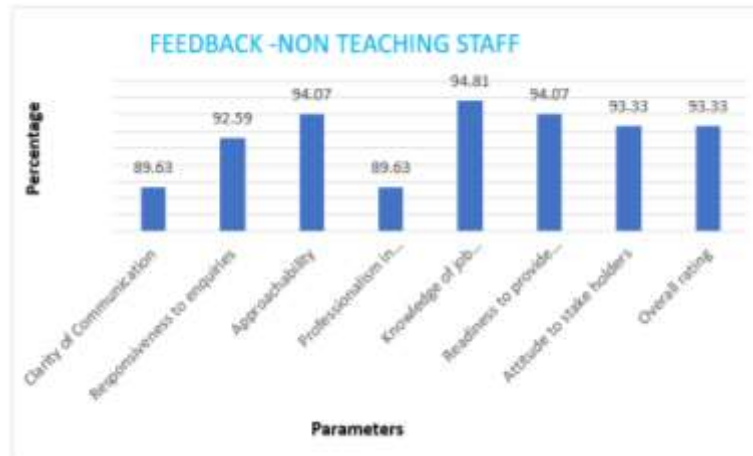
RESEARCH & COLLABORATIONS

The Internal Quality Assurance Cell (IQAC) has spearheaded numerous initiatives aimed at nurturing a culture of research and collaboration within the institution. Through the collaborations with external institutions and the implementation of innovative practices, IQAC has significantly enriched the academic landscape of the college.

Research Methodology/IPR Seminars and Workshops: IQAC, in collaboration with various departments, organized a series of research methodology and IPR seminars and workshops tailored to the specific needs of each discipline. These initiatives aimed to enhance research skills and promote interdisciplinary collaboration among faculty and students. Moreover, departments were instructed to prioritize research and Intellectual Property Rights (IPR) in their respective fields. For instance, the Economics department entered into collaborations with leading postgraduate colleges in Kannur district to initiate the "Ecohort" Research Methodology Workshop Series. Similarly, the Mathematics department conducted a one-day workshop on LATEX, emphasizing practical research skills.

Establishment of New Research Centers: Responding to the demands of scholars, IQAC facilitated the establishment of two additional research centers within Payyanur College. This expansion, particularly in the English and Chemistry departments, signifies a commitment to enhancing research infrastructure and facilitating academic pursuits.

Collaborations, MOUs and Linkage: IQAC Payyanur College has made collaborative partnerships with Six various institutions in Kerala for academic and auditing initiatives. This

collaborative approach not only enhances accountability and transparency but also promotes sustainable practices within the college campus.

Research Forum and WhatsApp Group: In collaboration with the Research and Intellectual Property Rights (IPR) Committee, IQAC established a forum for research scholars registered with Payyanur College. This initiative facilitated the creation of a WhatsApp group where scholars and faculty members from diverse departments share research activities and publications. Subsequently, a dedicated research room was approved by the principal to cater to the needs of research scholars.

TRAINING & DEVELOPMENT

The institution is focused to enhance its staff continuously by implementing strategically designed professional development progammes. To enhance the competency of the staff, both teaching and non-teaching, the Internal Quality Assurance Cell has organised well-structured professional development programmes on campus and has motivated and deputed them to attend various similar programmes offered by other institutions.

The programmes organised by the college for teachers, piloted by the IQAC, were mainly on online teaching techniques, research and IPR, NEP, orientation programme for new teachers, NAAC accreditation awareness programme, E-resource management etc. For the non-teaching staff, general administrative ability and career enhancement, computer-assisted office management etc. were the focal areas.

SEMINARS/FDP/WORKSHOPS/TRAINING PROGRAMMES

ORGANISED BY PAYYANUR COLLEGE

FOR TEACHING STAFF: -

SI.NO	NAME OF THE PROGRAMME	YEAR	DATE
1.	Seminar on NEP preparedness and Revised NAAC Accreditation Parameters	2023-2024	18/08/2023
2.	FDP on Academic Research tools and Resources	2022-2023	27/03/2023 to 31/03/2023
3.	FDP on Towards Successful Accreditation: Quality Dimensions	2021-2022	07/08/2021

4.	Orientation Programme to newly appointed teachers	2021-2022	14/07/2021
5.	FDP on Career Advancement	2020-2021	16/08/2020
6.	One day Online workshop on G-Learning	2020-2021	09/07/2020
7.	FDP on Virtual classrooms	2020-2021	14/07/2020
8.	Faculty Development Training Programme	2019-2020	29/06/2019
9.	FDP-Two Day Online Workshop in Equip For E-Education	2019-2020	14/05/2020 & 15/05/2020
10.	Erudition 2020-Short term FDP	2019-2020	23/05/2020 to 28/05/2020

FOR NON-TEACHING STAFF: -

SI.NO	NAME OF THE PROGRAMME	YEAR	DATE
1.	FDP on Computer fundamentals, Microsoft excel, Google workspace, Tally and E-governance softwares	2022-2023	26/05//2023 to 31/05/2023
2.	Capacity Enhancement Programme for Non-teaching staff	2021-2022	30/12/2021
3.	FDP on Career Advancement	2020-2021	16/08/2020
4.	Two-day training programme on Refresher Training in Financial Management and Competency Enhancement Programme	2019-2020	04/07/2019 & 05/07/2019
5.	FDP on Career Advancement for Non-Teaching staff	2018-2019	16/05/2019 & 17/05/2019

The detailed report of the programmes on year-wise is given below:

NAAC SPONSORED SEMINAR ON NEP PREPAREDNESS AND REVISED NAAC ACCREDITATION PARAMETERS

The Internal Quality Assurance Cell (IQAC) of Payyanur College, Payyanur, organized NAAC sponsored seminar titled "NEP Preparedness and Revised NAAC Accreditation Parameters." This program aimed to address the vital aspects of the National Education Policy (NEP) and the updated accreditation parameters set forth by the National Assessment and Accreditation Council (NAAC), Government of India. The first technical session of the seminar handled by Prof. Amruth G Kumar who emphasized that NEP 2020 offers a holistic vision for higher education. The second session delivered by Dr. Baby Shary P A. The session enlightened that the teachers in higher education often serve as mentors to their students. The last session of the seminar highlighted the significance of NAAC accreditation and the role it plays in enhancing the quality of higher education institutions. The session with Dr. Sabu Sebastian promises to

be an insightful journey into the revised NAAC accreditation framework and the benchmarks of quality assurance. The hybrid mode seminar witnessed an overwhelmed physical participation with 85 external and internal delegates and 21 online participants. The seminar came to an end with National Anthem.
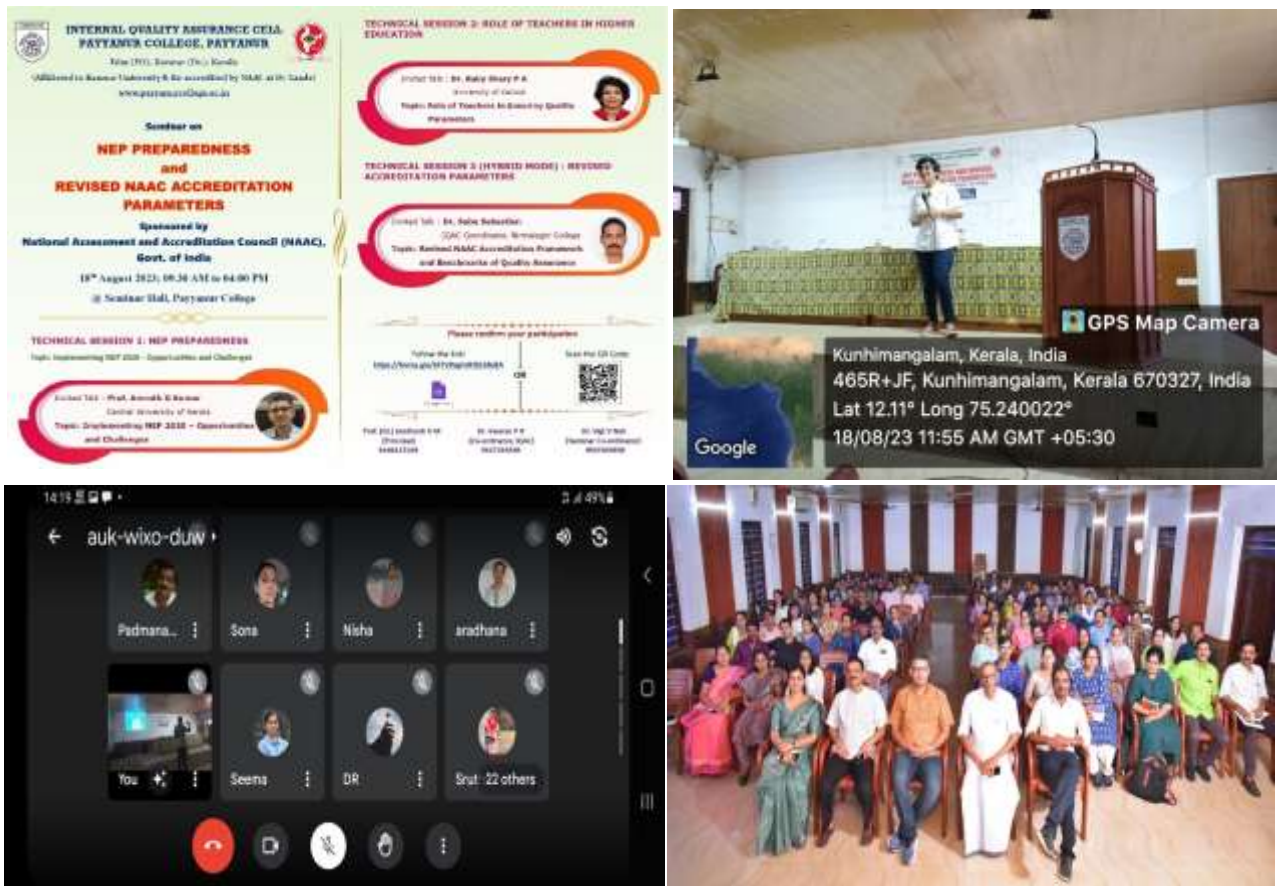
FDP ON ACADEMIC RESEARCH TOOLS AND RESOURCES

IQAC, Payyanur College, Payyanur organised a **Five-Day Faculty Development Training Programme for teachers on** *"Academic Research Tools and Resources"* at 1.30 p.m. from 27/03/2023 to 31/03/2023 at Computer Lab. The programme was inaugurated by the College Principal Dr. Santhosh V.M. Dr. Swaran P.R., Co-ordinator, IQAC welcomed the gathering and Dr.Prakash V, Joint Coordinator, IQAC, Payyanur College delivered the vote of thanks. A total of 46 teachers attended the session. The programme aimed to enhance the research capabilities of the teachers. All the participants got acquainted with the following resources/tools.

FDP ON COMPUTER FUNDAMENTALS, MICROSOFT EXCEL, GOOGLE WORKSPACE, TALLY AND E-GOVERNANCE SOFTWARES

The Five-Day Faculty Development Programme for Non-Teaching staff was organised by IQAC, Payyanur College from 26/05/2023 to 31/05/2023 at Computer Lab. Dr. Santhosh V. M, Principal, inaugurated the session and the welcome address was given by Dr.Swaran.P.R, IQAC Coordinator. The resource persons provide insights to the participants about the fundamentals of computer, Microsoft excel, Google workspace, Accounting software and E-governance system. The session aimed at enhancing the technology proficiency of non-teaching staffs. A total of 31 participants attended the session.

FDP ON TOWARDS SUCCESSFUL ACCREDITATION: QUALITY DIMENSIONS

The programme was conducted through an online mode during the pandemic period. The function was presided over by Dr. Premachandran Keezhoth, The Principal, and the inaugural address was given by Dr. Santhosh V M, IQAC Coordinator, Payyanur College. The session was handled by Dr.Sunny Kuriakose, who discussed the quality dimensions of NAAC Accreditation. He highlighted the new parameters for accreditation and the significance of each criterion. The session was very informative and interactive. 65 teaching staffs are participated in the session.

ORIENTATION PROGRAMME TO NEWLY APPOINTED TEACHERS

Orientation Programme for newly appointed teachers were organised by IQAC, Payyanur College on 14th July 2021 at 1.30 p.m. The session aimed to familiarise the participants with the policies, procedures, rules and regulations followed by the institution. Dr. Premachandran

Keezhoth provided a comprehensive overview of the general rules and regulations adhered by the Institution. The second session was handled by Dr.Santhosh V M, IQAC coordinator, focusing on the activities carried out by by IQAC.

Dr.Sujith K V, Assistant Professor, Department of Chemistry made a discussion on the importance of CBCSS. The session gave a holistic idea about the institution to the participants.

CAPACITY ENHANCEMENT PROGRAMME FOR NON-TEACHING STAFF

The official inaugural function commenced with a welcome address by Dr. P. R. Swaran, IQAC Coordinator, Assistant Professor, Dept. of Management Studies. The function was presided over by Dr. Santhosh V M, Principal, Payyanur College and the inaugural address was given by Mr. Ramachandran Master, President, Board of Management. The resource person Sri. Ajithendrakumar T spoke effectively on administrative issues and rules. The participants interacted effectively and cleared their doubts.

FACULTY DEVELOPMENT PROGRAMME ONCAREER ADVANCEMENT

The programme was organised by IQAC, Payyanur College for teaching and non- teaching staff on Career Advancement on 16/08/2020 at 10.00am. The session provided an overview about the Promotion procedure and rules for the teaching staff and guidelines for preparing the necessary documents for promotion. The session was inaugurated by Dr. Premachandran Keezhoth, Principal, Payyanur College. Dr. Santhosh V.M, IQAC Coordinator delivered the welcome address and vote of thanks was delivered by Dr. Sujith K.V, Programme Coordinator.

ONE DAY ONLINE WORKSHOP ON G-LEARNING

The programme was conducted through Online mode during the pandemic Covid-19 aimed to address the significance of online classes. The resource person delivered the session on the Google workspace with the participants. A total of 97 participants from different college actively attended the session. The session served to enhance the participants' proficiency in utilising digital tools for effective online teaching.

FACULTY DEVELOPMENT ON PROGRAMME ON VIRTUAL CLASSROOMS

The Online FDP on Virtual Classrooms was organised by IAC, Payyanur College on 14-07-2020. The function was presided over by Dr. Premachandran Keezhoth, The Principal, and the inaugural address was given by Dr. Santhosh V M, IQAC Coordinator, Payyanur College. The session was handled by Dr.Biju K, who discussed the significance of Virtual classrooms. He covered the various dimensions of virtual classrooms and highlighted the opportunities and challenges of virtual classrooms. The session was highly informative and interactive.

FACULTY DEVELOPMENT TRAINING PROGRAMME

IQAC, Payyanur College, Payyanur conducted a Faculty Development Training Programme for teachers from 10.00 a.m. to 12.45 p.m. on 29th June 2019 at Seminar Hall. The programme was inaugurated by the College Principal Dr. P. C. Sreenivas. Dr Santhosh V. M., Co-ordinator, IQAC welcomed the gathering. Dr. Anil Ramachandran, Assistant Professor, School of Physical Education and Sports Science, Kannur University engaged the training session on "Personal Transformation: A Key to Teacher Development". Anchoring on recent insights on pedagogy, he reminded the teachers to see education from the students' perspective. Dr. Sujith K. V. proposed vote of thanks for the programme. A total of 67 teachers attended the session.

FDP-TWO DAY ONLINE WORKSHOP IN EQUIP FOR E-EDUCATION

Two Day Online Workshop in Equip for E-Education was organised by IQAC, Payyanur College on 14th and 15th May 2020 through Zoom platform. This workshop is designed to empower educators with the essential skills and tools required to navigate the digital landscape of e-education effectively. The resource person discussed on the potential of digital sources to enhance the learning experience, ensuring you are well-equipped to adapt to the evolving demands of modern education. The session was interactive and successful with the participation of 71 teachers.
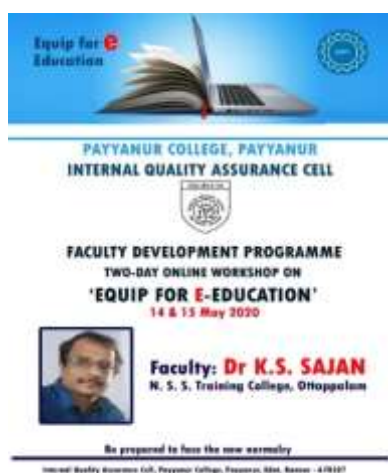
ERUDITION 2020-SHORT TERM FDP

P.G. Department of Chemistry, Payyanur College, Payyanur, Kannur conducted a National level short term Faculty Development Programme "ERUDITION 2020" through zoom platform from 23-28 May 2020 (6 Days). There were total 12 academic sessions in 6 days (Two sessions per day) related to new trends in science research, which was handled by 12 different resource persons from various prestigious institutions like IIT, NIT, IISER, Central Universities and State Universities. Total of 419 participants attended the programme. The participants are Faculties and Research Scholars from various colleges/Universities across India.

TWO-DAY TRAINING PROGRAMME ON REFRESHER TRAINING IN FINANCIAL MANAGEMENT AND COMPETENCY ENHANCEMENT PROGRAMME

Two-day training programme for non-teaching staff were organised by IQAC, Payyanur College on 4th July 2019 and 5th July 2019 at Audio-Visual Centre. The session aimed to give insights with the system of financial management and competency management. The first session was held by T.P Somanathan, Treasury officer, made a discussion on the various service rules and financial management system. The second session was handled by Sri.Arun M, System Administrator, who shared the fundamentals of computer and Microsoft office.

FDP ON CAREER ADVANCEMENT FOR NON-TEACHING STAFF

The official inaugural function commenced with a welcome address by Dr.Santhosh.V.M, IQAC Coordinator, Assistant Professor, Dept. of Management Studies. The function was presided over by Dr. Jayachandran Keezhoth, Principal, Payyanur College and the inaugural address was given by Mr.Ramachandran Master, President, Board of Management. The resource person Sri.T.P.Somanathan spoke effectively on the promotion of non-teaching staff . The resource person gave insights for the improvement of their digital competency in the work. The participants interacted effectively and cleared their doubts

PERFORMANCE APPRAISAL & WELFARE MEASURES
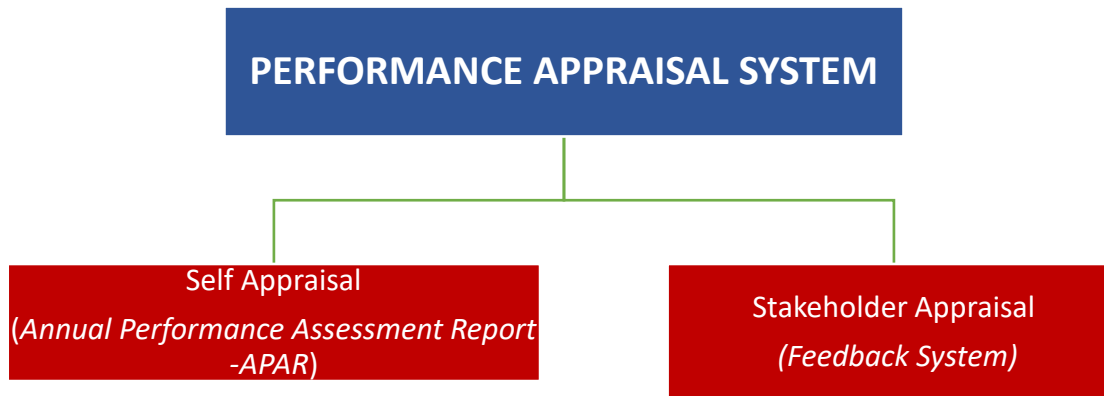
SELF APPRAISAL

Teaching Staff – Each teacher submits to the IQAC the Annual Performance Appraisal Report in the UGC format at the end of every academic year. The appraisal form mainly evaluates:

- *Academic performance*
- *Administrative responsibilities*
- *FDPs attended*
- *Research Activities*

The appraisal proformas of the faculty due for promotion are scrutinized by the IQAC and appraised by a screening/selection committee constituted with the external Subject Experts nominated by the university.

Non-Teaching Staff – Self-Appraisal Report includes statements on the training programmes attended; strengths and weakness in carrying out their responsibilities etc. The Principal and the IQAC team evaluate the performance and initiate measures for improvement. Specific training programmes are designed by IQAC based on the requirement.

WELFARE MEASURES

The IQAC has initiated to provide welfare measure to improve the morale of the staff.

- Financial Assistance for professional body membership and participation in seminars/workshops and publication
- Financial aid to economically-backward staff members or family in contingency.
- Programmes for the physical and mental wellbeing of the staff like annual staff tour, sports, fitness facilities like multi-gym, and awareness classes etc.
- Recreation programmes organised as part of festivals and send off ceremonies

ONAM FESTIVAL

TEACHING STAFF TOUR

POLICIES & PROCEDURES

The Internal Quality Assurance Cell (IQAC) has taken initiative in formulating various policies within our institution. The policies include diverse areas such as academic, administrative, environment and student support aiming to create a framework for governance and operations. The concerted efforts of the IQAC in shaping these policies contribute significantly to the establishment of a conducive and progressive academic environment. This initiative shows transparency, and accountability across all areas of institutional functioning. The major policies framed are provided below:

1. *E-Governance Policy*
2. *Scholarship Policy*
3. *Financial Assistance Policy*
4. *Environment Policy*

QUALITY AUDITS, ACCREDITATIONS & CERTIFICATIONS

NIRF REPORT AND FOLLOW -UP ACTION

From 2019 onwards, college was making efforts to apply for the National Institutional Ranking Framework (NIRF). Unfortunately, the initial attempt did not yield the desired results. Recognizing the significance of this matter, the Internal Quality Assurance Cell (IQAC) organized a meeting to evaluate the situation thoroughly. It was unanimously decided in the IQAC meeting that seeking external expertise would be crucial to understand and improve the NIRF ranking procedure. To address this, IQAC organised a one-day session with Dr. Ashwani Kumar N, the NIRF Coordinator at Sir Syed College, Taliparamba. During this session, he explained and provided valuable insights about NIRF ranking parameters. The knowledge gained from Dr. Ashwani Kumar's expertise drives the college towards success. Consequently, the college showcased significant improvement by achieving 150-200 band in the NIRF ranking for the year 2023. This success stands as an evidence to the institution's commitment to continuous improvement.

National Institutional Ranking Framework
Ministry of Education
Government of India

India Rankings 2023: College (Rank-band: 151-200)

Institution list in alphabetical order

Name	City	State
Basetius College, Kottayam-686 001	Kottayam	Kerala
Bharata Matha College, Thrikkakara P.O. 682 021	Ernakulam	Kerala
BHARATHI WOMENS COLLEGE	Chennai	Tamil Nadu
Bon Secours College for Women	Thanjavur	Tamil Nadu
C. Abdul Hakeem College	Melvisharam	Tamil Nadu
Catholicate College	Pathanamthitta	Kerala
Cauvery College for Women, Annamalai Nagar, Tiruchirappalli - 620 018	Tiruchirappalli	Tamil Nadu
D.A.V.College	Chandigarh (U.T)	Chandigarh
GOVERNMENT ARTS COLLEGE	MADURAI	Tamil Nadu
Government Arts College, Tiruppur	Udumalpet	Tamil Nadu
Government College, Attingal	Thiruvananthapuram	Kerala
Govt. Post graduate College for Girls, Sector-11	Chandigarh	Chandigarh
GOVT. ARTS & SCIENCE COLLEGE, MEENCHANDA	Kozhikode	Kerala
Nehru Arts & Science College	Kasaragod	Kerala
Nirmala College for Women	Coimbatore	Tamil Nadu
Patkai Christian College	Dimapur	Nagaland
Payyanur College, Payyannur.PO-Edat	Payyanur	Kerala
Ponda Education Society Shri Ravi S. Naik College of Arts and Science	North Goa	Goa
PSMO College, Tirurangadi	Malappuram	Kerala
Rani Anna Government College For Women	Tirunelveli	Tamil Nadu
Rathinam College of Arts and Science	Coimbatore	Tamil Nadu
Sadakathullah Appa College, Rahmath Nagar, Palayamkottai, 627 011	Tirunelveli	Tamil Nadu
Satyawati College	DELHI	Delhi
Seethalakshmi Ramaswami College	Tiruchirappalli	Tamil Nadu
Shri M. V. & Smt. N. V. Vrani Science College	Rajkot	Gujarat
Shri Shivaji Science College, Morshi Road, Amravati	Amravati	Maharashtra
SREE KERALA VARMA COLLEGE, THRISSUR	Thrissur	Kerala
Sree Narayana College, Kollam	Kollam	Kerala
Sri Nehru Maha Vidyalaya College of Arts and Science	Coimbatore	Tamil Nadu
St. Domenic's College, Parathod P.O., Kanjirappally-686 512	Kottayam	Kerala
St. Mary's College	Thoothukudi	Tamil Nadu
St. Xavier's College for Women, Aluva - 683 101	Aluva	Kerala
St.Joseph's College for Women, Alappuzha	Alappuzha	Kerala
Thanthai Periyar Government Arts and Science College (Autonomous)	Tiruchirappalli	Tamil Nadu
THE NEW COLLEGE	Chennai	Tamil Nadu
V.V. Vanniaperumal College for Women	Virudhunagar	Tamil Nadu

ACADEMIC & ADMINISTRATIVE AUDIT REPORT AND FOLLOW-UP ACTION

The college has been committed to maintain and enhance the quality education through an Annual Academic & Administrative Audit, a practice initiated in 2021 and consistently upheld since then. The academic audit serves as a tool for evaluating the quality of education provided by the college and contributing to a system of continuous improvement. As a part of this initiative, the college has established a collaboration with MES college, Aluva. Over the last two years, Annual Academic & Administrative Audit (AAA) has been conducted by two external experts from MES College.

2022-2023

The Annual Academic & Administrative Audit for the year 2022-2023 was conducted by Dr. Ajims P Muhammed, Principal, MES College and Dr. Ibrahim Salim, Assistant Professor, MES College on 24/02/2023 and 25/02/2023.

The observations & suggestions outlined in the AAA and follow-up action are furnished below:

SI.No	Observations & Suggestions	Follow-up action
1.	Improve the teacher-student ratio	
2.	Identify grants from Govt/Non-Govt sources for research related activities	IQAC is constantly making efforts to motivate the teachers for applying for research grants offered by Govt/Non-Govt sources.
3.	Campus and infrastructure should be properly maintained and make it clean and green	Initiatives have been implemented to ensure proper maintenance of campus infrastructure, focusing on cleanliness and greenery with the support of NSS, Green Brigade and NCC.
4.	More number of industry friendly job oriented academic programmes to be started	
5.	Start a programme in Computer Science	
6.	Teachers should be encouraged for applying for Research Grants	IQAC took an initiative to encourage the teachers to apply for funded minor and major projects offered by various Government Institutions/Bodies. As a result, Dr.Sunitha B Nair, Assistant Professor, Department of Economics secured a major project worth Rs.10,00,000/-.
7.	Skill development courses to be given focus	
8.	Encourage the faculty and students to do MOOC/SWAYAM/NPTEL Courses	Actively encouraged to faculty and students to participate in Online courses like MOOC/SWAYAM etc.
9.	Remedial coaching needs to be functional	Remedial coaching is being implemented by all the departments to the needy students.

10.	Improve the library usage by students and teachers	
11.	Placement and entrepreneurship programmes to be emphasized up on	
12.	Men's hostel facilities shall be provided	
13.	Competitive exam training and career guidance sessions to be strengthened	Competitive exam training and career guidance are being reinforced.
14.	Encourage more number of students to undertake projects/fieldworks	Efforts are being made by all departments to encourage more number of students to undertake projects and fieldwork.
15.	Focus up on more collaborative activities and MOUs	IQAC has promoted more collaborations and MOUs with reputed organisations to enhance the research aptitude among teachers and students.
16.	Start-ups and Innovation/Incubation activities to be strengthened	
17.	Participation of Alumni Association to be strengthened to promote the advanced learners	
18.	More boys' washrooms shall be made	
19.	ISO 9001-2015 audit shall be done	
20.	Wash room facilities to be made clean and hygienic	Measures are being taken to maintain clean and hygienic washroom facilities.
21.	Appoint more number of cleaning staff	Recruitment of additional staff is in progress to ensure clean campus environment.
22.	Total facelift of the institution shall be ensured	
23.	College canteen to be made function	Canteen has started to get fully functional with subsidy rate.
24.	Replace asbestos sheets with Eco-friendly sheets	Replaced asbestos sheet with eco-friendly sheets.
25.	Drinking water availability should be ensured	Water purifier has been installed in all blocks to ensure the availability of drinking water.
26.	Beauty the campus with garden	The college has initiated and implemented beautification in

27.	Website of the college to be updated and modernised	The college website has been updated and modernised.
28.	Waste management should be taken care of	
29.	Insulation of ERP shall be ensured	New softwares, like Dinesh software for Asset Management system, is instilled to enhance and strengthen the ERP system.
30.	Establish more number of research centre	Established new research centres for English and Chemistry departments.
31.	Research funding and infrastructure grants shall be enhanced	Applied for RUSA funding to improve research and infrastructure facilities.
32.	Library shall be made single. Department library shall not be entertained	Due to infrastructural constraints, it is difficulty to the integration of departmental libraries into central library.

2021-2022

The Annual Academic Audit for the year 2021-2022 was conducted by Dr. Ajims P Muhammed, Principal, MES College and Dr. Ibrahim Salim, Assistant Professor, MES College on 22/04/2022 and 23/04/2022. The observations & suggestions outlined in the AAR and follow-up action are furnished below.

Sl.No	Observations & Suggestions	Follow-up action
1.	Needs to improve the discipline	IQAC implemented a structured disciplinary system in the campus through the Disciplinary committee.
2.	Introduce ICT enabled classrooms	IQAC took an initiative for integrating more ICT enabled classrooms to enhance the quality of teaching learning system.
3.	Needs to make the campus clean	Instituted regular cleanliness drives with the support of NSS, Green Brigade and NCC.
4.	Participation of students in certificate course can be improved	During the year 2022-23, IQAC conducted a certificate course at college level. Around

		600 students participated the programme. Additionally, instructed to all the departments to conduct certificate courses in their respective fields. As a result, a total of 1537 students participated in the various certificate courses.
5.	Change to online attendance system	Implemented Online attendance system effectively through TCS software
6.	University examination results not up to the mark. Need improvement	IQAC initiated department wise result analysis and took the necessary steps for improvement of university examination results.
7.	Increase the number of publications	IQAC promoted teachers to take research guideship. As a result, around 20 teachers have successfully registered as research guides at Kannur University.
8.	Purchase more books in library and need to be digitalised.	The library is partially digitalised with E-resources, D-space software and Book service scheme, audio books for differently abled persons etc.
9.	Minutes book is not maintained for addressing grievance of students	IQAC instructed all the departments to maintain grievance register minutes' book. IQAC took an initiative for online grievance redressal mechanism through the website for the students, by providing google form link for addressing grievances by staff, students and other stakeholders.
10.	Increase the number of FDPs /workshops for teaching and non-teaching staff	IQAC organised Five-day FDPs for teaching and non-teaching staffs to enhance their professional competency during 2022-2023.

		Also, promoted teachers to attend various professional development programmes conducted by other institutions. IQAC provided financial assistance to teachers for participating FDPS/other training programmes and towards membership fee for professional body.
11.	Add more water purifiers	Installed water purifier in all the blocks.
12.	Green audits to be conducted	The college conducted green audits during the 2022-23 for pursuing the sustainable practices of the institution.

GREEN AUDIT

No: 2023061010561

OTTOTRACTIONS
Energy-Engineering-Environment

035-CB-EMS
ISO 9001 : 2015 Certified (2200JE85)
ISO 14001 2015 Certified (2200JE84)

Green Audit
Certificate

This is to certify that the Payyanur College, Payyanur has conducted "Green Audit" to assess the Carbon foot print, Green initiatives, Waste management, Water management, Energy management, Environment awareness activities etc.
The data collection has been carried out diligently and truthfully.
All reasonable professional skill, care and diligence had been taken in preparing the green audit report and the contents thereof are a true representation of the facts; Adequate training provided to personnel involved in daily operations after implementation of recommendations;
and the college has submitted necessary data and credentials for verification.
The green audit for the year 2021-23 has been carried out in accordance with the various rules and regulations in India.
The efforts taken by the management, faculty and the students towards environment and sustainability are highly appreciated.

Dated this 9th day of October 2023.

SURESH BABU B V
ACCREDITED ENERGY AUDITOR
AEA-33, BUREAU OF ENERGY EFFICIENCY
GOVERNMENT OF INDIA

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GENDER AUDIT

GENDER AUDIT REPORT

INTERNAL QUALITY ASSURANCE CELL
PAYYANUR COLLEGE, PAYYANUR

PAYYANUR COLLEGE,
EDAT, PAYYANUR,
KERALA 670327

2022-23

https://payyanurcollege.ac.in

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INTRODUCTION

A Gender Audit in an educational institution is a process that assesses how an institution's policies, practices and activities impact different genders. It plays a crucial role in evaluating and enhancing the institution's commitment to gender equality. This introduction sets the stages for a comprehensive analysis aimed at fostering inclusivity and addressing gender disparities within the institution.

In the dynamic scope of Payyanur College, ensuring gender equity is a paramount for fostering an inclusive academic environment. It becomes indispensable in the context, offering a systematic evaluation of policies, teaching methodologies and institutional culture. This exploration aims to uncover strengths, identify gaps and pave the way for progressive initiatives that promote gender balance and diversity within the academic realm.

Payyanur College, Payyanur is a grant-in-aid, postgraduate, Arts and Science College run by Payyanur Educational Society and recognized by the UGC. The college came into existence in 1965 with affiliation to Kerala University and currently the college is affiliated to Kannur University. The college is rurally situated on a hillock at Edat, in Kankhirangalam Grama Panchayat in Kannur District of Kerala and is located a few meters away from NH 66. The campus is spread across 65.72 acres of land and is rich in biodiversity.
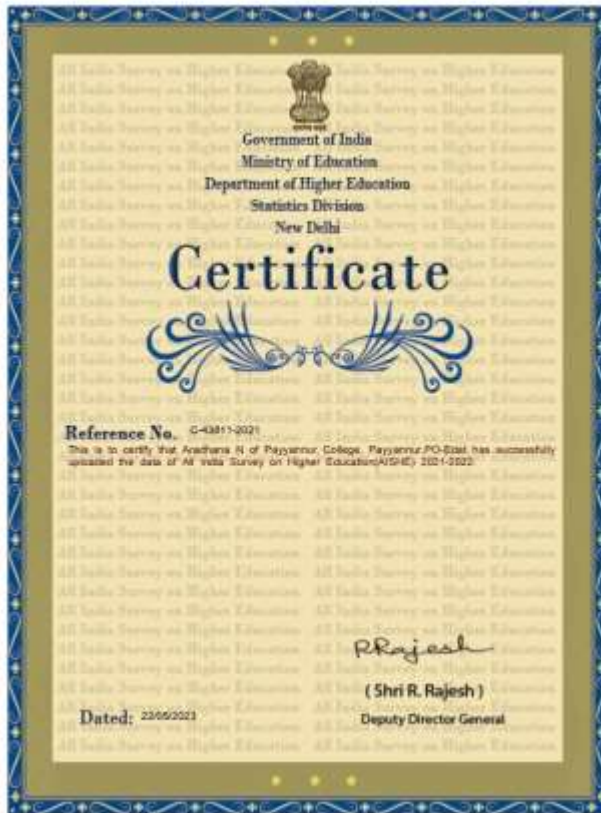
The college has formulated the vision to carry forward the message and practice of the founders who emphasized the worth of education as a means of social upward mobility for the rural people. The vision of the college is "Our Education, Our Future" which reminds us of the impact of education as envisaged by the enlightened people of Payyanur who came forward with an idea of founding an institution for imparting quality education to the rural and semi-urban population in and around Payyanur. The institution has strategic plans to actualize the vision through a stated mission. The mission statement of the institution is: Higher Education for Inclusiveness, Equity, Excellence and Sustainable, Holistic Development.

Since its inception, the college has steadfastly pursued its primary goal: to offer high-quality higher education to all the aspiring people living within its catchment area, irrespective of caste, creed, class, or religion. Adhering to the principle of reservation and norms of admission based on merit, the college is able to serve the marginalized sections as well as the financially sound and academically competent class. Besides, Payyanur College is unique in its secular character and mode of functioning. The Payyanur Educational Society that runs the college is a non-partisan, non-communal, non-political charitable trust comprising members from all walks of life in Payyanur. In the midst of caste and communal institutions that come up in large numbers, this institution stands up as the beacon of secularism and democratic spirit.

The college serves the educational needs of about 1,950 students at undergraduate, postgraduate, and PhD levels, encompassing a diverse range of academic disciplines such as Science, Humanities, Commerce, and Management Studies. At the undergraduate level, the college offers programs in Mathematics, Physics, Chemistry, Zoology, Botany, Economics, History, Political Science, English, Malayalam, Hindi, Functional Hindi, Commerce, and Business Administration. For postgraduate studies, the college provides opportunities in Mathematics, Physics, Chemistry, English, and Plant Science. Additionally, the college offers PhD programs in Mathematics, Physics, and Hindi. The departments of Chemistry and English shall be upgraded as research departments in a month or two, on receiving sanction from the affiliating university. The college has a dedicated faculty team of 84 well qualified teachers, with 71 holding permanent positions and 13 serving as guest lecturers. 48 teachers possess PhD degrees, while 12 have attained M.Phil Degrees. Furthermore, 18 faculty members are actively engaged in ongoing research, and nearly 54 teachers have made significant contributions through publications in their respective fields. 27 faculty members have served as resource persons at national or international seminars, highlighting the college's commitment to sharing knowledge beyond its campus boundaries. The institution has 19 research guides who ensure a robust research environment. In addition, there is a team of 31 non-teaching staff members who play a vital role in the college's functioning.

Over the past five years, 47 faculty members have actively participated on the Board of Studies of various universities, where they have played a crucial role in designing curriculum and shaping syllabi to meet evolving educational needs. The college maintains a consistently high performance in academic and co-curricular activities. The average pass percentage is around 85. Moreover, the

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The website link for Additional Information

https://payyanurcollege.ac.in/qualitaty-initiatives/