PAYYANUR COLLEGE, PAYYANUR

(Affiliated to Kannur University)

P.O. EDAT, PAYYANUR

KANNUR DISTRICT

KERALA STATE - 670327

www.payyanurcollege.ac.in

ANNUAL QUALITY ASSURANCE REPORT 2015-16

Submitted to National Assessment and Accreditation Council Bangalore

CONTENTS

Part – A

1. Details of the Institution

2. IQAC Composition and Activities

Part – B

Criterion – I: Curricular Aspects

Criterion – II: Teaching, Learning and Evaluation

Criterion – III: Research, Consultancy and Extension

Criterion – IV: Infrastructure and Learning Resources

Criterion – V: Student Support and Progression

Criterion – VI: Governance, Leadership and Management

Criterion – VII: Innovations and Best Practices

Criterion – VIII: Plans of institution for next year

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:

Dr. P. V. Premavalli

Tel. No. with STD Code:

0497 280 5521

Mobile:

9895059385

Name of the IQAC Co-ordinator:

Dr K C Muraleedharan

Mobile:

9447685659

IQAC e-mail address:

iqacpnrcrar@gmail.com

1.3 **NAAC Track ID** : March 31/2007/015

1.4 Website address:

www.payyanurcollege.ac.in

Web-link of the AQAR: payyanurcollege.ac.in/AQAR201516.pdf

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	A	8.52	2007	5 YEARS (2012)

1.6 Date of Establishment of IQAC : DD/MM/YYYY 20.06.2007

1.7 **AQAR for the year** (*for example 2010-11*) 2015-2016

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

    i.   AQAR 2012-13 on 06.12.2017

    ii.   AQAR 2013-14 on 08.12.2017

    iii.   AQAR 2014-15 on 08.12.2017

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		UGC-CE	
UGC-Special Assistance Programme		DST-FIST	
UGC-Innovative PG programmes		Any other (*Specify*)	
UGC-COP Programmes			

2. IQAC Composition and Activities

2.1 No. of Teachers — 9

2.2 No. of Administrative/Technical staff — 2

2.3 No. of students — 1

2.4 No. of Management representatives — 1

2.5 No. of Alumni — 1

2. 6 No. of any other stakeholder and
      community representatives — 0

2.7 No. of Employers/ Industrialists — 1

2.8 No. of other External Experts — 0

2.9 Total No. of members — 15

2.10 No. of IQAC meetings held — 2

2.11 No. of meetings with various stakeholders: No. 4   Faculty 2

Non-Teaching Staff 1   Students 1   Alumni 0   Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. ☐ International ☐ National ☐ State ☐ Institution Level ☐ 1

(ii) Themes | Quality Parameters |

2.14 Significant Activities and contributions made by IQAC

1. IQAC and Internal examination committee after analyzing the feed back of the students felt that that the internal examinations have to be conducted separately for the first, second and final degree students. IQAC recommended proposed the council to facourably consider the matter and the suggestion was approved.

2. IQAC proposed to the science departments to organize outreach activities in their discipline for inspiring interest in the subject and encouraging students to experiment and learn.

3. NSS units are directed to continue the community service tradition started in 2012-13 by building a house for a homeless woman.

4. IQAC suggested that in semi-hilly districts like Kannur the young generation has to be trained to meet eventualities and disasters and this requires scientific training. The opportunities provided need to be utilized and voluntary organisations like NSS should train their volunteers.

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

1. Change in the conduct of Internal examination	1. Internal examination schedule changed to reduce the burden on first year students.
2. Science departments advised to organize outreach activities in their disciplines for inspiring interest in the subject and encouraging students to experiment and learn.	2. The suggestion was accepted and a science experiment/project/model competition was organized for Kannur university Chemistry students. Promotion of inventiveness and experimental spirit was visibly created in the students.
3. The departments which offered such courses could motivate and deliver better results in terms of student satisfaction as the feedback indicated.	3. The departments which offered such courses could motivate and deliver better results in terms of student satisfaction as the feedback indicated.
4. Community development projects.	4. The 2012-13 tradition was continued NSS units undertook to give labour support for house building.
5. New dimensions of social service and training in the same.	5. Two hundred volunteers were trained in disaster management, an emerging discipline socially highly relevant.

* 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 | 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	4	0	0	0
UG	14	0	0	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	0	8	0	0
Others	0	0	0	0
Total	21	8	0	0

Interdisciplinary	0	0	0	0
Innovative	0	0	0	0

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

Semester   Trimester   Annual   0   Numb

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.

Syllabus revision in progress

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
70	52	18	0	0

2.2 No. of permanent faculty with Ph.D.

29

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
4	5	0	0	0	0	0	0	0	0

2.4 No. of Guest and Visiting faculty and Temporary faculty   13   0   0

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	2	62	27
Presented papers	2	37	11
Resource Persons	0	1	5

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

1. Use of powerpoints and videos to assist lecture methods

2. Bridge course for common course English.

3. Syllabus enrichment by value added course to enrich the outcome and learning experience.

2.7 Total No. of actual teaching days during this academic year   180

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

University prerogative

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

25   0   0

87

2.10 Average percentage of attendance of students

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme Year: 2015-16	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
Mathematics PG	15	60	20	0	0	80
Mathematics UG	37	62.16	21.62	0	2.7	86.5
Physics PG	11	9	64	0	0	73
Physics UG	38	68	21	3	0	92
Chemistry PG	11	18.2	45.5	0	0	63.6
Chemistry UG	36	38.9	61.1	0	0	100
Zoology UG	32	56.2	34.4	9.4	0	100
Botany UG	28	46.4	35.7	17.9	0	100
Hindi UG	32	43.8	40.6	6.3	0	90.6
Functional Hindi UG	23	13	56.5	13	0	82.5
Malayalam UG	35	0	65.7	22.86	0	88.6
English UG	35	8.57	62.85	22.85	0	97.14
English PG	12	0	50	33.33	0	83.33
History UG	46	32.6	34.78	10.87	6.52	85
Political Science	45	22.2	44.4	13.3	4.4	84.4
Economics	48	2.08	54.17	20.8	0	77.08
B Com	58	8.47	69.49	22.03	0	100

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

1. Regular tests and remedial classes.

2. Analysis of results and range of marks.

3. Student oral feed back after each session and weekly doubt clearing sessions.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	8
UGC – Faculty Improvement Programme	0
HRD programmes	3
Orientation programmes	0
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	15
Summer / Winter schools, Workshops, etc.	1
Others	0

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	26	3	0	0
Technical Staff	2	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. Research committee meetings are scheduled two times every semester and urgent meeting s are held before MRP and Research entrance examination.

2. Students and teachers take up surveys and studies of the locality thereby instilling interest in data collection, analysis and discovery.

3. Programmes are reported by student reporters so that they develop the ability to listen, note down and write reports of topics related to their disciplines.

4. E-journals are provided using the facilities provided by educational sites.

3.2   Details regarding major projects

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

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	2	0	6
Outlay in Rs. Lakhs	0	3.14	0	7.59

3.4   Details on research publications

	International	National	Others
Peer Review Journals	10	10	0
Non-Peer Review Journals	0	4	2
e-Journals	0	0	0
Conference proceedings	0	0	0

3.5 Details on Impact factor of publications:

Range   0.36 – 2.9   Average   0.368   h-index   5.33   Nos. in SCOPUS   7

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	0	0	0	0
Minor Projects	2 years	UGC	0	1,96,500
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 *(other than compulsory by the University)*	0	0	0	0
Any other(Specify)	0	0	0	0
Total	0	0	0	1,96,500

3.7 No. of books published   i) With ISBN No.   1   Chapters in Edited Books   0

ii) Without ISBN No.   5   2

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   0

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	0	2	3	0	0
Sponsoring agencies		UGC			

3.12 No. of faculty served as experts, chairpersons or resource persons   7

3.13 No. of collaborations   International   1   National   3   Any other   4

3.14 No. of linkages created during this year   1

3.15 Total budget for research for current year in lakhs:

From Funding agency ___1.965___ From Management of University/College ___0___

Total ___1.965___

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 ___7___
and students registered under them ___14___

3.19 No. of Ph.D. awarded by faculty from the Institution ___1___

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

JRF ___1___ SRF ___0___ Project Fellows ___0___ Any other ___1___

3.21 No. of students Participated in NSS events:

University level ___18___ State level ___0___

National level ___5___ International level ___0___

3.22 No. of students participated in NCC events:

University level ___0___ State level ___107___

National level ___10___ International level ___0___

3.23 No. of Awards won in NSS:

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

3.24 No. of Awards won in NCC:

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

3.25 No. of Extension activities organized

University forum | 0 | College forum | 22

NCC | 2 | NSS | 9 | Any other | 3

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

• NSS

Cleaning Madayippara, Classes on energy conservation, Personality development and health class, Planting saplings, Health orientation programme, Mosquito eradication programme, Blood donation campaign, Trauma care Camp, Support for the people of the home for the elderly, Health Survey

NCC: International Yoga day celebrated

Department:

Malayalam: Archives Week Day celebration, History – Heritage seminar

Hindi: National Seminar

History: Gandhi Quiz

English: Workshop on Academic Writing

Zoology: World Environment Day Celebrations

Human Rights Ralley

Economics: International year of Soil celebrated

Mathematics: Making Biology Mathematical: Talk

Commerce: Talk on Professional Excellence

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	65.72 acres	0	-	65.72
Class rooms	46	0	-	46
Laboratories	10	0	-	10
Seminar Halls	3	0	-	3
No. of important equipments purchased (≥ 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	0	0		0

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	47216	5368777	469	177210	47685	5545987
Reference Books	1236	438059	50	16403	1286	454461
e-Books			NList	5750	NList	5750
Journals			6	5900	6	5900
e-Journals			NList	5750	NList	5750
Digital Database						
CD & Video	219	34138	-	-	217	33738
Others (News papers and Periodicals)			102	55492	102	55492

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	116	19	100	2	0	7	15	
Added	0	0						
Total	116	19	100	2	0	7	15	

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

Training to Non-teaching and teaching staff on computer awareness and ICT in teaching

Departments give browsing training to students

Training provided whenever new devices when installed

4.6 Amount spent on maintenance in lakhs :

i) ICT
0.89

ii) Campus Infrastructure and facilities
13.3

iii) Equipments
1.85

iv) Others
0

Total :
16.04

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. IQAC gives instructions to departments to familiarize students to the various constituencies of the college and facilities and services available.

2. IQAC ensures proper communication of the office with the students through notices, announcements, notice boards and website

3. Students are encouraged to meet the faculty to collect information directly.

4. In case of important information class meetings of meeting of the whole discipline is held to pass the information.

5.2 Efforts made by the institution for tracking the progression

Result analysis, Class tests, progression charts are some of the ways the student progression is measured and tracked.

Continuous and comprehensive evaluation gives a good idea of student progression.

Some departments measures student participation in seminars, film camps, literary competitions, debates by the review notes they are asked to produce after the event.

Assignments, seminar presentations are evaluated to rate progression

The physical education department tracks the progression of the sportspeople of the college regularly by keeping in touch with the sports council coaches and also by escorting the team for various matches for on the spot measure of progression.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1640	101	14	0

(b) No. of students outside the state

2

(c) No. of international students [0]

	Men	No	%		Women	No	%
		650	37.04			1105	62.96

General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
396	213	37	1057	11	1687	401	248	52	1041	13	1755

Demand ratio 1:10   Dropout % 3

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.

Student Support Programme introduced

NET coaching for PG NET aspirants

No. of students beneficiaries [162]

5.5 No. of students qualified in these examinations

NET [2]   SET/SLET [ ]   GATE [1]   CAT [ ]

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

5.6 Details of student counselling and career guidance

> Conducted a motivational training seminar for first semester students on 27.08.2015
> Conducted a seminar on how to prepare for competitive examinations to second and final year students on 25.02.2015
> Conducted a training programme on interview skills in connection with Campus placement.

No. of students benefitted

162

5.7 Details of campus placement

	On campus		*Off Campus*
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
1	100	2	

5.8 Details of gender sensitization programmes

1. Women's Day celebrations

2. Empowerment sessions for women through NSS and NCC activities.

3. All activities of the college are ways of empowering women since the majority students enrolled are women.

4. MATHRUKAM and SNEHITHA and activities for gender parity and agency .

5. Talk on Campus and gender justice.

5.9 Students Activities

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

State/ University level   130   National level   4   International level   0

No. of students participated in cultural events

State/ University level   210   National level   0   International level   0

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

Sports : State/ University level   21   National level   0   International level   0

Cultural: State/ University level 94   National level 0   International level ☐

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	35	28,875
Financial support from government	1398	16,61,805
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11   Student organised / initiatives

Fairs   : State/ University level 0   National level 0   International level 0

Exhibition: State/ University level 1   National level 0   International level 0

5.12   No. of social initiatives undertaken by the students   9

5.13 Major grievances of students (if any) redressed: Grievances regarding parking space of students were redressed. Drinking water facility provided to more departments

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 down and up partly manually and partly through software. Office is net-worked and Public Address System is installed to contact all constituencies

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

6.3.1 Curriculum Development

Payyanur College is affiliated to Kannur University and UG and PG boards of study conduct curriculum workshops

Faculty who are members of UG and PG board from the college and other faculty members from different disciplines participate in the workshop for revision and restructuring curriculum.

Presently the number of teachers from the college as members and chairpersons are as follows:

UG Board: 16 (3 Chairpersons)

PG Board: 12

6.3.2 Teaching and Learning

General Measures:

 1. Mark system resulted in more failures and a more goal oriented teaching was demanded.

 2. Audio visual aids and charts and models for transacting certain topics.

 3. Specific steps taken to ensure effective teaching and learning 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

The college has no decision-making power in these matters and so there is little choice in these matters. However, some departments practice innovative methods in addition to officially permitted methods of assessment: quizzes, random tests, oral tests.

The college conducts a Model examination and periodical tests as part of continuous evaluation.

6.3.4 Research and Development

1. Research orientation classes are given to new teachers and PG students.

3. 'Knowledge challenges of the 21st century' that NKC points out can be resolved only through developing an inclination to research. This idea is highlighted in IQAC meetings with department staff.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Demonstration classes are given to students for the use of Library software.

All departments are net connected.

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

Statistics department conducts survey about infrastructural facilities and need for addition and it is communicated to the Principal and the Board of Management.

6.3.6 Human Resource Management

The college uses the opportunities available and also creates opportunities for human resource training and development.

Students with talents are given training to participate in university and state and other level competitions by employing experts.

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

Science departments streamline their human resources for promotion of the spirit of science in tune with the National Knowledge Commission Reports published from time to time.

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 regulations and Kerala Service Rules and university statute. Vacancies are notified in national news papers and applicants are recruited by a duly constituted body formed according to the instructions of Higher authorities like university and UGC.   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

Factory visits, industry linkages for student projects in Science are conducted. Some projects are done in collaboration with local bodies. Department of Commerce has set up industry connections as well as linkages with financial institutions. Faculty of arts and Langauge departments have tie-up with Folklore Academy, Folkland and Sahithya Academy, ELTIF, Wild Life Trust, Pokkudan's School for Mangroves .

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, Tutorials , Merit & Merit-cum-Means Scholarships. Group Insurance for all students, Career counselling, Personal counselling, Book bank scheme, Stipend for SC/ST students	

6.5 Total corpus fund generated   15 lakhs

6.6 Whether annual financial audit has been done   Yes ☑ No ☐

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	✓	DD, DCE	✓	IQAC
Administrative	✓	DD, DCE		

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. Minimum attendance required is 75 %.

2. Students are given chance for improvement of results.

3. If the results are not up to the expectation, the student is allowed to apply for evaluation and recounting.

4. Uniformity is ensured through centralized camp valuation in most cases.

5. Minimum marks for course (paper) was introduced when the mark system was implemented.

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

University supports the policy of autonomy and promotes it through circulars, questionnaires and academic and administrative feedback demanded from the college.

6.11 Activities and support from the Alumni Association

Departmental alumni associations are supportive in the case of resource sharing, mobilization of funds for various projects in departments.

6.12 Activities and support from the Parent – Teacher Association

PTA provides financial support for Noon-meal programme, Seminars and Journals, INFLIBNET facility , Jersey for the sportsmen and Medical aid to students

6.13 Development programmes for support staff

The college conducts short duration computer training sessions for staff.

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

Steel glasses purchased by NSS and some departments for common use to replace the use of disposable glasses

The college encourages the use of ink pens instead of plastic , throw away pens

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.   Educational and Cultural Exhibition AUREO
>
> 2.   Noon-Meal Programme

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
1. IQAC planned to give more emphasis on outreach activities for community development during the years.	1. The cleaning programme was conducted by NSS volunteers and the plastic materials collected were sent for recycling. Biodiversity documentation of Edanadan hillocks completed using Botany and Zoology students and report drafted presented IQAC. Sahyashyamalam programme enabled the plantation of 50 endemic trees 50 schools to commemorate the golden Jubilee of Payyanur College.
2. Alumni resources utilization	2. Conducted successfully by some departments bringing their alumni and sharing their resources
3. Planned to start need based Certificate (Value added) courses to enrich the programme	3. English department offered Communication Skill Course in the ASAP mode and Chemistry offered Chemsketch. The certificate courses of most fo the departments were appreciated well by the stakeholders as per their feed back.
4. Science departments are requested to organize programmes to popularize science and to establish linkages with other institutions.	4. The collaboration with M.S.Swaminathan Research Foundation resulted in good research papers.

5. Invited Lecture on climate change	5. Physics department was entrusted with the task of giving this lecture: DR Rinoj J Thayyen

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

1. Biodiversity documentation of Edanadan hillocks

2. Sahyashyamalam

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

7.4 Contribution to environmental awareness / protection

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1. Sasyasyamalam – planting of 50 RET (Rare, Endemic and Threatened) tree species in 50 schools

2. Invited talk on 'importance of aquatic plants in pollution control.

3. Conducted a seminar on 'western ghat biodiversity and conservation issues' sponsored by KSCSTE, Govt of Kerala

4. Visit to Mangrove Interpretation Centre and the walk-through-trails of Mangrove forests of WTI, at Kunhimangalam, by students conducted by life science departments and NSS.

5. Conducted a seminar on environment conservation in association with SEEK (Society for Environment Education In Kerala).

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:

- Outstanding result
- Solar-energy run college
- University Arts festival toppers
- Active Parents Teachers Association (PTA).
- 65.72 Acres of land as Campus.
- UGC aided Life science Block
- 1000-seater Auditorium (Inaugurated by the Chief Minister of Kerala)
- Seminar Hall of 250 seat capacity.
- Mini Conference Hall – 30 seater – attached to Principal's Chamber
- RET garden
- Fruit orchard
- Green, Clean, Plastic-free Campus.
- Museum.
- Landscaped Campus.
- Well-maintained College Gardens.
- Environment –friendly campus
- Payyanur College Employees Cooperative Credit Society & Store.

- Three Research Centres.
- Promotion of other institutions by land contribution at different times

> **Total Land Contribution:** 36 Acres and 63 cents

WEAKNESS:

- No college-owned transportation facilities
- No men's hostel
- No crèche
- No compound wall
- No bank/ATM counter
- No large scale paid consultancy
- No international linkages and collaboration
- Communication skill issues of students

OPPORTUNITIES

- Career guidance
- Good teacher-student rapport
- Scope for research and post-graduation in four disciplines
- 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

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

- 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**

1. Interaction with transgender activist.
2. Human rights awareness class.
3. Shanthisthal- Biodiversity Garden
4. Gender Disparity in Payyanur College: Survey
5. Three Day Workshop on Research Methodology
6. Open Curve.in - Interactive Platform for Mathematics teachers and Students
7. Englishmadeasy blog – Digitalized material for undergraduate Common Course in English
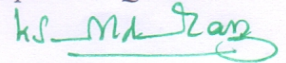
Name Dr. K.C. Muraleedharan   Name Dr. K.T. Ravindran

_____   _____

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

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PRINCIPAL
PAYYANUR COLLEGE
PAYYANUR

Annexure I Payyanur College, Payyanur Academic Calender, 2015-16

Date		Activities	Plan	Remarks
From	**To**			
01-06-2015		College opening day. Commencement of classes for Vth Sem UG and IIIrd Sem PG	Classes IIIrd Sem UG starts on 8 june 2017	Council meeting held on 30-05-2015
08-06-2015		Commencement of classes for IIIrd Sem UG		Council meeting held on 30-05-2015
30-06-2015		College Council Meeting	Admission Process	
29-07-2015		College Council Meeting	Admission and Ist Sem classes	
31-07-2015		First semester UG classes begins.	Admission proceeds	
13-08-2015		Felicitation to University and College toppers	By Staff Club	For students
05-08-2015		College Council Meeting	Work load	
10-07-2015		IQAC meeting	Activities	
27-07-2015	31-07-2015	I Internal examination	For Vth and IIIrd Semester UG	
22-08-2015	31-08-2015	Onam Holidays		10 days
01-9-2015		College re-opens after Onam Holidays		
03-09-2015		College Council Meeting	Internal exams of Ist Semester UG and IIIrd sem PG	
16-09-2015		Ozone day Celebration		
22-09-2015	30-09-2015	I Internal examination	For Ist Semester UG and IIIrd sem PG	
12-10-2015	16-10-2015	II Internal examination	For Vth and IIIrd Semester UG	
19-10-2015	27-10-2015	I Internal examination	For Ist sem PG	
26-10-2015		Council meeting	Legislative Assembly election	Altering the time schedules
2-11-2015	7-11-2015	II Internal examination	For Ist sem UG and For IIIrd sem PG	
23-10-2015	3-11-2015	Study Leave	For Vth semester UG	10 days
4-11-2015	onwards	University examination	For Vth semester UG	
9-11-2015	13-11-2015	II Internal examination	For Ist sem PG	

6-11-2015	17-11-2015	Study Leave	For IIIrd semester UG	11 days
4-11-2015	10-11-2015	Study Leave	For IIIrd semester PG	1 week
11-11-2015	Onwards	University examination	For IIIrd semester PG	
18-11-2015	Onwards	University examination	For IIIrd semester UG	
20-11-2015		College Council meeting	Internal matters	
26-11-2015	30-11-2015	Displaying Internal marks		
25-11-2015	1-12-2015	Study Leave	For Ist semester UG and Ist Semester PG	1 week
2-12-2015	Onwards	University examination	For Ist semester UG and Ist Semester PG	
19-12-2015	27-12-2015	Chrismas Holidays		10 days
29-12-2015		College re-opening day	After X-mas holidays	
22-01-2016	29-01-2016	I Internal examination	For VIth and IVth Semester UG	
27-01-2016		IQAC meeting	Activities	
01-02-2016	05-02-2016	I Internal examination	For IInd Semester UG and IVth Semester PG	
10-02-2016		College Council meeting	Internal examinations	
15-02-2016	19-02-2016	I Internal examination	For IInd Semester Semester PG	
22-02-2016	25-02-2016	II Internal examination	For VIth and IVth Semester UG	
01-03-2016	07-03-2016	II Internal examination	For IInd Semester UG and IInd &r IVth Semester PG	
21-03-2016		College Council meeting	Internal marks	
23-03-2016	28-03-2016	Internal marks	Publishing result of UG and PG	
23-03-2016	29-03-2016	Study Leave	For VIth semester UG	1 week
30-03-2016	Onwards	University examination	For VIth semester UG	
April	May	Summer Vacation		2 Months
11 April 2016	May	University examination for UG and PG	During Summer Vacation	

Annexure II STUDENT FEEDBACK FORM 2015-16

PART A. FEEDBACK ON THE COLLEGE						
No	Item	Very good	Good	Average	Poor	Very poor
1	General Academic atmosphere of the college	35	45.5	16.5	3	0
2	Library facilities in the college	58.2	37.2	3.7	0.9	0
3	Laboratory facilities in the college	10.3	58.2	20.5	5.5	5.5
4	Computer access	13.8	52.1	14.9	16.0	3.2
5	How far is the college office student friendly?	28.0	30.0	26.2	11.2	4.6
6	Campus atmosphere	66.3	29.0	0.9	1.9	1.9
7	College's effort to promote sports and games	45.7	32.4	16.2	3.8	1.9
8	College's effort to promote arts and cultural activities	51.9	34.6	11.5	1.0	1
9	College's effort to promote NSS/NCC activities	67.9	24.5	5.7	0.9	1
10	Service of Parent Teacher Association	30	43.6	16.0	7.4	3.0
11	Role of Management	12.1	41.4	36.4	5	5.1
12	Student teacher relationship	39.8	24.8	30.8	2.3	2.3
13	Transport facility	36.0	32.6	20.2	10.1	1.1
14	College union activities	21.5	37.4	24.3	4.7	12.1
15	Opinion about the tutorial system	32.9	37.8	19.5	9.8	0
16	Internal assessment system	24.4	40.2	24.4	6.1	4.9
17	Infrastructure facilities	16.7	37.5	34.7	4.1	7
18	Recreational facilities	6.7	38.2	43.8	6.7	4.6
19	Hostel facilities	12.3	35.2	29.2	8.8	4.5
20	Service of the Career information and guidance centre	3.8	36.5	35.4	16.5	7.8
21	Service of the counseling centre	3.8	21.0	39.0	25.7	10.5
22	Service of the remedial coaching centre	3.3	29.3	31.5	23.9	12
23	Campus cleanliness	3.2	41.9	33.3	11.8	9.8

24	Canteen facility	5.0	48.8	18.6	11.8	15.8
25	College store	4.3	19.1	20.2	23.4	33

PART B. FEEDBACK ON THE DEPARTMENT/PROGRAMME OF STUDY

1	Rate your interest on the subject of study at the time of joining	34	49	15	2	0
2	Rate your interest on the subject of study now	24	59	16	0	1
3	Internal assessment system in the dept.	30.5	54.7	12.6	0	2.2
4	Student teacher relationship	40.8	41	13.1	3	2.1
5	Library facilities in the dept.	25.8	45.2	17.2	8.6	3.2
6	Laboratory facilities in the dept.	11.8	37.6	23.5	12.9	14.2
7	Computer facilities in the dept.	14.4	35.1	24.7	18.6	7.2
8	Infrastructure	11.2	44.9	30.6	10.2	3.1
9	General atmosphere of the department	24.2	47.1	22.1	5.5	1.1
10	Support for extracurricular activities(arts/sports/NCC/NSS etc)	26.9	48.1	18.3	3.8	2.9
11	Rate the syllabus	6.7	57.8	28.9	5.5	1.1
12	Support in student issues (health, academic etc)	28.8	49.9	16.5	4.8	0

PART C. FEEDBACK ON TEACHERS

No	Item	Very good	Good	Average	Poor	Very poor
1	Communication skills	21	66	11	2	0
2	Interest generated in the subject	21.6	58.8	19.6	0	0
3	Access to the teacher in and out of the class	24.8	48.6	25.6	1	0
4	Ability to integrate syllabus with environment and society	17.6	46.1	32.4	3.9	0
5	Knowledge base (as perceived by you)	23.8	47.6	26.6	1	1
6	Sincerity/commitment	27.5	49	22.5	1	0
7	Approach/ attitude to students	31.7	49.5	14.9	3.9	0
8	Completion of portions allotted	16.2	53.6	19.4	8.1	2.7
9	Support in extracurricular aspects	21.3	54	16	6	2.7
10	Availability in the department	29.8	38	28.7	2.7	0.8

11	Support in personal issues	18.5	42.7	32.4	4.6	1.8
12	Support in student issues (health,academic etc)	30.7	36.6	26.7	5	1

Annexure III BEST PRACTICES

Best Practices I

1. **Title of the Practice: Sasyashyamalam**

2. **Goal:** of the practice to preserve Bio-diversity of the area and involve the institutions in the catchment area to participate in the project of growing endemic trees.

3. **Context**: Payyanur College has prepared a bio-diversity garden where most threatened trees are preserved and flourishing in spite of the fact that these trees are from distant and different habitats. The practice in the college and the result obtained from it gave confidence to spread the message across the community to awaken their interest in the losing species.

4. **Practice:** The practice Sahyashyamalam involves the planting of an endemic tree saplings in 50 schools and entrust the school community to look after the trees so that the endemic tree variety is preserved in a different habitat though.

5. **Evidence of Success:** The saplings are flourishing in most of the schools and it is an indication that endemic verities survive if properly nurtured.

6. **Challenges:** The most evident challenge is to protect the plant in its sapling period and constantly educate the school community for taking care of it.

Best Practice II

1. Title of the Practice: AUREO 2015, GOLDEN JUBILEE EXHIBITION

2. Goal: To inspire creativity and invention through interaction. Train students to work in teams.

3. Context: Golden Jubilee occasioned to be a good occasion for the college to display its cultural and intellectual capital and spread the message of significance of knowledge and enjoyment of learning in a community in the times of globalization. This was an extension of the classroom work giving ample opportunities for application. The immediate context is the sharing of resources in enjoyable manner.

Practice: Setting up stalls with exhibits and experiments that have a learning and enjoyment value. An atmosphere of enjoyment is created and the public learns things with amusement.

4. **Evidence of Success:** A large number of people of all ages and sections of society turned up. All the schools in the neighbourhood made it a point to visit. The exhibition was extended for a few days on demand.

5. **Challenges:** Being a**n** event which bring up multitude careful planning and execution is required for it to be a success. Generation of interest is essential to draw crowds and educational value should be ensured.

Name of the Principal: Dr. Ravindran K T

Name of the Institution: Payyanur College, Payyanur

City:Payyanur

Pin Code: 670327

Accredited Status: A Grade (2007-12 Period)

Work Phone: 04972805521

Website: www.payyanurcollege.ac.in

E-mail:payyanurcollege@rediffmail.com, payyanurcollegepayyanur@gmail.com