

PAYYANUR COLLEGE, PAYYANUR

(Affiliated to Kannur University)

P.O. EDAT, PAYYANUR

KANNUR DISTRICT

KERALA STATE - 670327

www.payyanurcollege.ac.in



ANNUAL QUALITY ASSURANCE REPORT 2016-'17

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

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The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

I. 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.

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Name of the Head of the Institution:

Dr. K.T. Ravindran

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0497 280 5521

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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/AQAR201617.pdf

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st 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*)

2016-17

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 2012-13 on 06.12.2017
- ii. AQAR 2013-14 on 08.12.2017
- iii. AQAR 2014-15 on 08.12.2017
- iv. AQAR 2015-16 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

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

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

Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

1. Department meetings were conducted to equip the faculty for the re-accreditation process.
2. Started preparing the AQARs of the pending years.
3. Core values and quality parameters were explained to students and other stakeholders.

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. Resolved to sensitize the campus community about e-waste Management.	1. Students of the science departments made extensive surveys on e-waste. Strategies are being evolved for managing e-waste generated on the campus.
2. Resolved to sensitize the college community about the humanitarian rights of the marginalized like transgenders and differently-abled. 3. Resolved to encourage the departments to organize seminars surveys etc. on contemporary issues. 4. Resolved to suggest to the departments to conduct more number of academic extension programmes for the benefit of the local community.	2. An interaction with transgender activist Vijayaraja Mallika was arranged by the college students' union. Special volunteer groups are taking care of the differently-abled students. 3. Dept. of Economics conducted seminar on demonetisation. The department also conducted a survey on gender disparity in the college. 4. Department of English conducted a 30-hour Communicative English course for the primary students of Edanad West L.P. School.

* 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

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	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	8	1	0	0
Others	0	0	0	0
Total	29	1	0	0
Interdisciplinary	0	0	0	0
Innovative	0	0	0	0

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	18
Trimester	0
Annual	0

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
69	57	12	0	0

2.2 No. of permanent faculty with Ph.D.

32

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
5	2	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	45	23
Presented papers	1	45	9
Resource Persons	0	6	4

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

1. Group work and assignment for team work and peer interaction.
2. Quizzes, Group Discussions based on study topics.
3. Encourage the use of online resources in the class and students preparing digital resources.
4. Guided reading and orientation for use of E-books and E-Journals.

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

2.10 Average percentage of attendance of students

86.5

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme Year: 2016-17	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
Mathematics PG	15	66.67	13.3	0	0	80
Mathematics UG	38	42.1	18.42	2.63	7.9	71.05
Physics PG	11	0	54	0	0	54
Physics UG	39	51	38	0	0	89
Chemistry PG	13	38.5	46.2	0	0	84.6
Chemistry UG	36	63.9	22.2	0	0	86.1
Zoology UG	31	45.1	35.5	0	0	80.6
Botany UG	28	42.9	46.4	3.6	q	92.9
Hindi UG	33	24.2	60.6	0	0	84.8
Functional Hindi UG	22	18.2	31.8	0	0	50
Malayalam UG	23	34.8	30.4	4.3	0	78.3
English UG	36	11.11	61.11	5.55	0	80.55
English PG	11	0	27.27	27.27	0	54.55
History UG	40	10	40	2.5	0	52.5
Political Science	42	2.38	47.62	0	0	50
Economics	53	3.8	49.06	0	0	52.8
B Com	58	30.05	32.2	16.9	3.38	83
BBA	27	51.9	22.2	7.4	0	81.5

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

1. Department meetings after ESE result to discuss the outcome and suggest measures for improvement.
2. Departments are asked to identify difficult topics and learners with difficulty and attend to their needs.
3. College council meets to discuss results.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	4
UGC – Faculty Improvement Programme	0
HRD programmes	3
Orientation programmes	3

Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	13
Summer / Winter schools, Workshops, etc.	0
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	23	2	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. Staff and students are motivated to visit similar institutions of higher learning.
2. Students and faculty are encouraged to attend seminars in nearby colleges.
3. Students are motivated to refer to academic journals of high quality.

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	1	1	3
Outlay in Rs. Lakhs	0	1.95	1.2	4.35

3.4 Details on research publications

	International	National	Others
Peer Review Journals	11	12	0
Non-Peer Review Journals	0	5	2
e-Journals	1	0	1
Conference proceedings	0	0	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	0	0	0	0
Minor Projects	2 years	UGC	0	0

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	0	0	0	0

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	2	0	0	0
Sponsoring agencies	-	UGC	-	-	-

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

8

16

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 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 State level

National level International level

3.23 No. of Awards won in NSS:

University level State level

National level International level

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="8"/>		
NCC	<input type="text" value="2"/>	NSS	<input type="text" value="9"/>	Any other	<input type="text" value="3"/>

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

Departments:

- History: Talks: History embedded in Folk Literature, Myth and Society, Recent Trends in Kerala Historiography, Going Beyond Tradition
- Chemistry: Two day Science Orientation Programme for Higher Secondary Students, Industry Orientation Programme.
- Botany: Importance of Biological Evidence s in Forensic Science, Seminar on Modern Trends in Plant Science, Chappila Magazine
- Statistics: Three-day Workshop on Research Methodology

Malayalam: Ramayanam Quiz, Literature Quiz

Political Science: Cartoon Exhibition, Class on Human Rights

Mathematics: Felicitation to University toppers, Talk on Cardinal and Ordinal Numbers, Seminar on Special Functions and its applications

Physics: Endowment Lecture and Workshop, Seminar on Spectroscopy, Quantum Mechanics

Economics: Impact of Demonetisation on Kerala Economy

English: Student Support for FLY (Limited People's Organizzation), (with Movie Mania) Film Fest and Appreciation Sessions, Peer Students Teaching Programme, Seminar on "Backyards of Modernity" and invited talk by Prof. E V Ramakrishan

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	2	0	-	2
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	47685	5545987	2449	1274808	50134	6820795
Reference Books	1286	454461	8	10961	1294	465422
e-Books			NList	5750	NList	5750
Journals			6	5900	6	5900
e-Journals			NList	5750	NList	5750
Digital Database						
CD & Video	219	34138	-	-	219	34138
Others (newspapers and periodicals)			105	60406	105	60406

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	116	19	100	2	-	7	15	-
Added	5	3	-	-	-	2	-	-
Total	121	22	100	2	-	9	15	-

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

Services like inflibnet, college website
Internet access - broadband with wi-fi
Office networked in phases
Classes for Non-teaching and teaching staff on computer awareness and ICT

4.6 Amount spent on maintenance in lakhs :

i) ICT	2.19
ii) Campus Infrastructure and facilities	3.2
iii) Equipments	0
iv) Others	0
Total :	5.39

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. Guiding departments to familiarize students to the different constituencies of the college and facilities and services available.
2. Instructs all committees to ensure proper communication with the stakeholders by display of notices, announcement, calendar and the website.
4. Orientation to freshers and their parents before the commencement of classes.
5. Faculty sensitization towards rendering student support services effectively by circulating UGC NAAC and Kerala Government orders.

5.2 Efforts made by the institution for tracking the progression

Regular department and college council meetings to monitor the activities and the future plans of the constituency concerned

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

Student participation in seminars, film camps, literary competitions, debates and sports meets are noted and appreciated individually and in function so that their progression in other aspects are also not only tracked but encouraged too.

Assignments, seminar presentations are evaluated whereby progression can be measured and confidentially intimated to the students and remedial course can be suggested.

The physical education department tracks the progression of the sports people of the college regularly by keeping 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
1723	101	16	0

(b) No. of students outside the state

2

(c) No. of international students

0

Men	No	%	Women	No	%
	685	37.23		1155	62.77

Last Year (2015-16)						This Year (2016-17)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
401	248	52	1041	13	1755	416	248	58	1108	10	1840

Demand ratio 1:10 Dropout % 1.8

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

Career Guidance cell organises programmes to make the students aware of various career and study options available to them and to equip the students to take up those options.

No. of students beneficiaries

183

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT

IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

- Conducted training programme on interview skills in connection with campus placement of Asianet for Journalist trainees on 22-12-2016 by Mr. Santhosh P, Assistant professor of Commerce & JCI Trainer
- Conduct the Speak for India debate competition with Federal Bank and Mathrubhoomi on 31-10-2016 at Payyanur college seminar hall. Students of Payyanur College and other neighbouring colleges of Kannur University participated in the event.
- Conducted placement readiness workshop to students with the support of Happy Valley Business School, Coimbatore on 14-07-2016. K Sampath Kumar and R Vishal Kumar (Assistant Professors, Happy Valley Business School, Coimbatore) were the resource persons of the programme.
- IAME Bangalore organized a training seminar on what next after graduation on 16-01-2017 for final semester degree students. Mr. Christopher Johnson was the resource person.

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
1	61	1	0

5.8 Details of gender sensitization programmes

1. NSS celebration of Women's Empowerment and promotion of women by giving opportunities for performance
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. Women empowering programmes are conducted by Women Students only forums like MATHRUKAM and SNEHITHA .

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	35	52,875
Financial support from government	1486	16,97,796
Financial support from other sources	0	0
Number of students who received International/ National recognitions	0	0

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

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.

6.2 Does the Institution has 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

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. Change from the CCSS to mark system has posed some new challenges in the form of low marks and more percentage of student failure in the case of common course English. More rigorous attention and strategies towards writing skill improvement is suggested.
2. ICT, audio-visual, discussions and debates, presentations. 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.

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. 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
2. The awareness that 'Knowledge challenges of the 21st century' that NKC anticipated could be addressed only through research was imparted through classes.
3. Staff forums are used to encourage faculty for career advancement and to instil and promote research aptitude.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library automation except purchase completed. Direct access provided to peer readers among students on request.

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

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. The overall effort is to orient the energies of students to realize the goals of the nation in the field of higher education and national development

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.

6.3.8 Industry Interaction / Collaboration

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 Language departments have tie-up with Folklore Academy, Folkland and Sahithya Academy and other cultural institutions

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:

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, University	Yes	IQAC
Administrative	✓	DD, DCE	-	-

6.8 Does the University/ Autonomous College declare 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 reevaluation 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 is a constituency that supports the college in all developmental activities.

It pays in part expenditures towards guest salary, cash awards, financial assistance to departments for seminars and journals, Jersey for sports stars, student's aid in case of sudden ailments, drinking water points, infrastructural requirements. PTA provides Noon Meals to economically weaker students..

6.13 Development programmes for support 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

The projects of earlier years continued with some additions to keep the eco-friendliness of the institution:

1. Roof water collection pond of 8.45 lakh constructed in 2012-13.
2. Nature outfits like Bhoomithrasena, Bio-diversity club, Botany club, forestry club, Zoology club ensure the eco-friendliness of the campus along with NSS and NCC and other nature loving students and faculty.
3. Saplings are planted every year to keep the campus green and reduce carbon emission.
4. Preservation of hillock and the grassland surrounding the campus
5. Vehicle entry into the immediate campus is blocked to reduce campus pollution and encourage the practice of walking. This is also measure to check accidents when vehicles rush through campus space crowded with students.

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.

Open Curve

Teach them Young

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
<ol style="list-style-type: none">1. Resolved to sensitize the campus community about e-waste Management.2. Resolved to sensitize the college community about the humanitarian rights of the marginalized like transgenders and differently-abled.3. Resolved to encourage the departments to organize seminars surveys etc. on contemporary issues.4. Resolved to suggest to the departments to conduct more number of academic extension programmes for the benefit of the local community.	<ol style="list-style-type: none">1. Students of the science departments made extensive surveys on e-waste. Strategies are being evolved for managing e-waste generated on the campus.2. An interaction with transgender activist Vijayaraja Mallika was arranged by the college students' union. Special volunteer groups are taking care of the differently-abled students.3. Dept. of Economics conducted seminar on demonitisation. The department also conducted a survey on gender disparity in the college.4. Department of English conducted a 30-hour Communicative English course for the primary students of Edanad West L.P. School.

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

1. Open Curve – Online Platform of Mathematics Department to popularise Mathematics.
2. Teach them Young – Communicative English Training Programme for Primary Student

7.4 Contribution to environmental awareness / protection

1. Campaign against plastic waste, Observing days related to nature, energy and water conservation.
2. Poster exhibition with slogans for sustainable development, Tree planting schemes
3. .NSS , NCC and Forestry Club sessions on sustainable life modes for better environment.
4. Bhoomithra sena and Bio-diversity Club campaigns

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 performance of students in university examinations
- Winners of University Arts Festival for 15 years in the 18-year history of the University
- Active Parent Teacher Association (PTA)
- Rainwater harvest pond
- Solar power generation system
- 65.72 Acres of land as Campus.
- 1000-seater Auditorium (Inaugurated by the Chief Minister of Kerala)
- Seminar Hall of 250 seat capacity.
- Herbal garden and Green House.
- Fruit orchard
- Green, Clean, Plastic-free Campus.
- Museum.
- 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

WEAKNESSES:

- Insufficient space in the curriculum for research training of students
- No college-owned transportation facilities
- No patents
- No men's hostel
- No crèche
- Partial compound wall
- No bank/ATM counter
- No large scale paid consultancy
- Communication skill issues of students
- Drop out percentage of students from weaker sections

OPPORTUNITIES

- Personal and 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
- 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

8. Plans of institution for next year

1. Completion of the New Building
2. Management Information Software for better coordination
3. Certificate/value added courses to continue
4. Solar Grid connection follow-up
5. Focussed seminars and invited talks
6. Digital Orientation to study materials

Name : Dr.K.C.Muraleedharan



Signature of the Coordinator, IQAC

Name: Dr.K.T.Ravindran



**PRINCIPAL
PAYYANUR COLLEGE
PAYYANUR**

Signature of the Chairperson, IQAC



Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

Annexure I**ACADEMIC CALENDAR, 2016-17**

Date		Activities	Plan	Remarks
From	To			
01-06-2016		College opening day. Commencement of classes for V th , III rd Sem UG and III rd Sem PG	Classes starts on 8 june 2017	
06-06-2016		College Council Meeting	Internal matters	
10-06-2016		IQAC meeting		
12-07-2016		College Council Meeting	Admission Process	
15-07-2016		First semester UG classes begins.	Meeting of first sem students and Parents	Welcome meeting
29-08-2016		College Council Meeting	Model examinations	V th & III rd Sem UG and III rd sem PG
01-09-2016	07-09-2016	I Internal examination	For V th and III rd Semester UG	
10-09-2016	19-09-2016	Onam Holidays		10 days
20-9-2016		College re-opens after Onam Holidays		
22-09-2016	27-09-2016	I Internal examination	For I st Semester UG and III rd sem PG	
6-10-2016	12-10-2016	II Internal examination	For V th and III rd Semester UG	
20-10-2016	24-10-2015	I Internal examination	For I st sem PG	
22-10-2016	1-11-2016	Study leave	For V th Semester UG	10 days
5-11-2016	15-11-2016	Study leave	For III rd Semester UG	11 days
27-10-2016	1-11-2016	II Internal examination	For I st sem UG and For III rd sem PG	
28-10-2016		IQAC meeting	NAAC visit	
2-11-2016	10-11-2016	University Examinations	V th Semester UG	
9-11-2016	14-11-2016	II Internal examination	For I st sem PG	
12-11-2016	22-11-2016	Study leave	For III rd Semester PG	
21-11-2016	23-11-2016	Displaying Internal marks		
16-11-2016	29-11-2016	University Examinations	For III rd Semester UG	
23-11-2016	30-11-2016	Study leave	For I st Semester UG	
23-11-2016	5-12-2016	University Examinations	For III rd Semester PG	

30-11-2016	6-12-2016	Study leave	For I st Semester PG	
1-12-2016	14-12-2016	University Examinations	For I st Semester UG	
7-12-2016	19-12-2016	University Examinations	For I st Semester PG	
24-12-2016	02-01-2017	Christmas Holidays		10 days
3-1-2017		College re-opening day	After X-mas holidays	
19-01-2017	24-01-2017	I Internal examination	For VI th and IV th Semester UG	
26-02-2017	31-02-2017	I Internal examination	For II nd Semester UG and IV th Semester PG	
09-02-2017	14-02-2017	I Internal examination	For II nd Semester Semester PG	
23-02-2017	28-02-2017	II Internal examination	For VI th and IV th Semester UG	
01-03-2017	07-03-2017	II Internal examination	For II nd Semester UG and II nd & IV th Semester PG	
02-03-2017		College Council meeting	Study leave and internal marks	
18-03-2017	29-03-2016	Study leave	For VI th Semester UG	12 days
23-03-2017	28-03-2016	Internal marks	Publishing result of UG and PG	
30-03-2017	07-04-2016	University Examinations	For VI th Semester UG	
April	May	Summer Vacation		2 Months
11-04-2017	25-04-2016	University Examinations	For IV th Semester UG	
26-04-2017	05-05-2016	University Examinations	For I st Semester UG	

Annexure II

STUDENT FEEDBACK FORM (2016-17)

PART A. FEEDBACK ON THE COLLEGE						
No	Item	Very good	Good	Average	Poor	Very poor
1	General Academic atmosphere of the college	31	61	7	1	0
2	Library facilities in the college	60	34	6	0	0
3	Laboratory facilities in the college	11	56	33	0	0
4	Computer access	20	42	29	9	0
5	How far is the college office student friendly?	15	41	38	5	1
6	Campus atmosphere	40	45	13	2	0
7	College's effort to promote sports and games	48	39	8	4	1
8	College's effort to promote arts and cultural activities	57	40	3	0	0
9	College's effort to promote NSS/NCC activities	55	33	9	3	0
10	Service of Parent Teacher Association	40	43	10	7	0
11	Role of Management	17	45	31	4	3
12	Student teacher relationship	44	40	13	3	0
13	Transport facility	19	32	34	12	3
14	College union activities	32	44	19	3	2
15	Opinion about the tutorial system	25	48	22	3	2
16	Internal assessment system	18	42	30	8	2
17	Infrastructure facilities	20	43	29	8	0
18	Recreational facilities	11	33	37	18	1
19	Hostel facilities	10	44	37	6	3
20	Service of the Career information and guidance centre	19	23	46	7	5
21	Service of the counseling centre	1	15	48	28	8
22	Service of the remedial coaching centre	25	18	45	25	10
23	Campus cleanliness	8	41	34	14	3
24	Canteen facility	7	24	40	21	8

25	College store	9	52	31	6	2
PART B. FEEDBACK ON THE DEPARTMENT/PROGRAMME OF STUDY						
1	Rate your interest on the subject of study at the time of joining	47	44	8	1	0
2	Rate your interest on the subject of study now	30	46	20	4	0
3	Internal assessment system in the dept.	37	49	10	4	0
4	Student teacher relationship	43	46	9	2	0
5	Library facilities in the dept.	42	46	9	3	0
6	Laboratory facilities in the dept.	23	58	19	0	0
7	Computer facilities in the dept.	13	62	9	16	0
8	Infrastructure	12	55	22	11	0
9	General atmosphere of the department	31	45	20	4	0
10	Support for extracurricular activities(arts/sports/NCC/NSS etc)	31	49	16	4	0
11	Rate the syllabus	17	42	33	8	0
12	Support in student issues (health, academic etc)	27	49	18	6	0
PART C. FEEDBACK ON TEACHERS						
No	Item	Very good	Good	Average	Poor	Very poor
1	Communication skills	37	54	8	1	0
2	Interest generated in the subject	30	50	17	2	1
3	Access to the teacher in and out of the class	33	47	16	4	0
4	Ability to integrate syllabus with environment and society	17	46	28	8	1
5	Knowledge base (as perceived by you)	23	59	13	5	0
6	Sincerity/commitment	16	62	18	1	3
7	Approach/ attitude to students	34	51	12	1	2
8	Completion of portions allotted	37	38	20	4	1
9	Support in extracurricular aspects	29	41	26	3	1
10	Availability in the department	38	51	7	4	0
11	Support in personal issues	24	39	24	7	6
12	Support in student issues (health,academic etc)	24	41	26	6	3

Annexure III

BEST PRACTICE

Best practice 1:

1. Title of the Practice: OPEN CURVE

- 2. Goal:** To reach out to people interested in Mathematics through mother tongue and to generate interest in Mathematics in the young generation. To provide a platform for collaborative learning of Mathematics.
- 3. Context:** There is a dearth of materials on Mathematics in the native language Malayalam. Even the very few things available are not of popular reading nature. This situation triggered the thoughts of the Mathematics Club and Mathematics Alumni Association to venture into the creation of an online platform to share and popularise mathematical knowledge.
- 4. Practice:** Open Curve is an internet service for mathematics students and teachers maintained by the faculty and students of the department of Mathematics, Payyanur College. It uses the power of the web to learn mathematics and improve math education and serves both as a collaborative blog and an online community of students and teachers. It allows users to ask questions, submit answers, seek expert opinion and provides a platform for team problem solving. It is also source of math related resources, softwares and online tools.
- 5. Evidence of Success:** The large number of visits that this website gets is the indicator of its success. Within a few months, it has achieved reasonably good popularity.
- 6. Challenges:** Lack of availability of experts writing articles in Mathematics is a major challenge.

Best practice 2:

1. Title of the Practice: TEACH THEM YOUNG

- 2. Goal:** To enhance the English communication skills of primary students and to enable them to be confident in the use of this international language.
- 3. Context:** Lack of effective communication skills in English has always been a problem for the people of the rural area where the college is situated. Even for the graduates English is a hard nut to crack. The department of English has been thinking of an intervention into this issue. In the previous years, the department has taken initiatives to improve the English communication skills of the students of the college. Realising that it will be best if we can start our intervention at an early stage itself, the department was planning to reach out to the schools. It was at this time that the authorities of Edanad West L.P. School sought the support of the college in English enrichment. This situation paved the way for the genesis of the project Teach them Young.
- 4. Practice:** As part of the project the department of English is providing a 30-hour long training for the students of 3rd and 4th standard of the school. A syllabus is prepared for the same. ICT based

contents are delivered. Actions, role plays etc. for the major strategies used. The functional approach to language learning is employed. Classes are handled by the faculty and the PG students of the department.

5. **Evidence of Success:** A perceptible difference was felt in the confidence of the participants in using English and in their overall communication ability. The feedback about the programme shared in the school's PTA meeting was also highly rewarding. The school has also publicised it as a main attraction of their school and it has led to an increase in the number of admissions in the school, at a time when the govt. and aided schools are finding it difficult to get new admissions.
6. **Challenges:** The clash of college and school working hours has been a minor challenge. So also the tight academic schedule of the school curriculum. Still classes were conducted invariably on all Mondays (3.00 to 4.00 pm).
