Annual Quality Assurance Report (AQAR) 2016-17



E.M.E.A. COLLEGE OF ARTS AND SCIENCE, KONDOTTI - 673638



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A AQAR for the year (for example 2013-14) 2016-17 I. Details of the Institution E.M.E.A. COLLEGE OF ARTS AND SCIENCE 1.1 Name of the Institution KUMMINIPARAMBA 1.2 Address Line 1 KONDOTTI Address Line 2 MALAPPURAM City/Town KERALA State 673638 Pin Code mail@emeacollege.ac.in Institution e-mail address 0483 2712030, 0483 2713530, Contact Nos. 0483 2715020 Dr. Abdulla.M.P Name of the Head of the Institution: Tel. No. with STD Code: 0483-2712030

9446451096

Mobile:

Name of the IQAC Co-ordinator:	Dr. T.V.Zacaria
Mobile:	9995042688
IQAC e-mail address:	iqac@emeacollege.ac.in
1.3 NAAC Track ID (For ex. MHCO) 1.4 NAAC Executive Committee No. (For Example EC/32/A&A/143 da) This EC no. is available in the rig of your institution's Accreditation	& Date: tted 3-5-2004. EC(SC)/04/RAR/47 ht corner- bottom
1.5 Website address:	www.emeacollege.ac.in
Web-link of the AQAR:	http://www.emeacollege.ac.in/IQAC/AQAR2016-17
For ex. http://www	.ladykeanecollege.edu.in/AQAR2012-13.doc
1.6 Accreditation Details	

Sl. No.	Cyala	Grade	CGPA	Year of	Validity
S1. NO.	Cycle	Grade	COFA	Accreditation	Period
1	1 st Cycle	B ⁺⁺	81.80	2005	20/09/2010
2	2 nd Cycle	Α	3.02	2014	09/12/2019
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC :	DD/MM/YYYY	17.11.2005	
1.7 Date of Establishment of IQAC.			

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

2016-17		

1.9 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 2014-15 submitted to NAAC on 18-12-2018 ii. AQAR 2015-16 submitted to NAAC on 23-12-2018
1.10 Institutional Status
University State Central Deemed Private
Affiliated College Yes No 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
1.11 Type of Faculty/Programme
Arts Science Commerce Law PEI (Phys Edu)
TEI (Edu) Engineering Health Science Management
Others (Specify)
1.12 Name of the Affiliating University (for the Colleges) University of Calicut, Kerala

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

Autonomy by State/Central Govt. / University	NO	
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 Activit	<u>ies</u>	
2.1 No. of Teachers	10	
2.2 No. of Administrative/Technical staff	1	
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	1	
community representatives		
2.7 No. of Employers/ Industrialists	Nil	
2.8 No. of other External Experts	Nil	
2.9 Total No. of members	15	
2.10 No. of IQAC meetings held	3	

2.11 No. of meetings with various stakehol	ders: No.	6 Faculty	2	
Non-Teaching Staff Students	2 Alumni	1 Others	1	
2.12 Has IQAC received any funding from	UGC during the y	year? Yes 🗸	No	
If yes, mention the amount	34000			
2.13 Seminars and Conferences (only quali	ity related)			
(i) No. of Seminars/Conferences/ Wo	rkshops/Symposia	a organized by the I	QAC	
Total Nos. 1 International	National	State	Institution Level	1
(ii) Themes Talent Based Educa 2.14 Significant Activities and contribution				
Reviewing the present system for cor a suggestion to set up a separate exampartly set up in the year 2015-16 furth	mination room ex	clusively for private	candidates. The facil	lities in

helped the institutions to avoid suspending regular classes for conducting external examinations.

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
Considering the insufficiencies in the old block Enhance the infrastructure facilities at department of Business Administration	The newly proposed building for the department of Business Administration provides space for large classrooms and well spacious department room. It will constitute a part of Commerce and Management Block
Considering the complaints of water pollution from the neighbouring households, IQAC had advised to abandon the toilets for men situated nearby old block	A new Toilet Block exclusively for men was constructed under PTA assistance

^{*} Academic Calendar Annexure i

2.1	5 Wheth	ner the AQAR was placed in statutory body Yes No No
		Management Syndicate Any other body
		Provide the details of the action taken
	1.	Construction of New Department for Business Administration Started
	2.	Construction of New Toilet Block for men finished
	l	

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	1			
PG	5		3	
UG	10		3	
PG Diploma				
Advanced Diploma				
Diploma	1			
Certificate	2			
Others				
Total	19		6	
Interdisciplinary				
Innovative				

- $1.2 \hspace{0.1in} \hbox{(i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options} \\$
 - (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	15
Trimester	
Annual	

1.3 Feedback from stake (<i>On all aspects</i>)	holders*	Alum	ni 🔽	Pare	nts 🗸	En	nployers		Studen	ts 🗸	
Mode of feedba	ck :	Onlin	e v	Manu	al 🗸	Co-	operatin	g scho	ools (for	PEI)	
* Annexure.ii (1,2&3)										'	
1.4 Whether there is any	revision/u	ıpdate (of regu	lation or	syllabi	, if yes,	mention	their	salient	aspects	i.
NO											
1.5 Any new Departmen	t/Centre in	ntroduc	ed dur	ing the ye	ear. If y	es, give	e details.				
No											
2 Tabalis I	•										
	rning a			ofessors	Asso	ciate Pr	rofessors	Pro	ofessors	Othe	ers
2. Teaching, Lead 2.1 Total No. of permanent faculty			sst. Pr		Asso 5	ciate Pr	rofessors	Pro 0	ofessors	Othe 0	ers
2.1 Total No. of permanent faculty	Total	3 3	asst. Pr			ciate Pr	rofessors		ofessors		ers
2.1 Total No. of permanent faculty 2.2 No. of permanent faculty 2.3 No. of Faculty Position	Total 35 culty with	3 3	o 1	ofessors	5 ate	Profes					ers
2.1 Total No. of	Total 35 culty with	A 3 Ph.D.	o 1	ofessors L5 Associa	5 ate			0		0	V
2.1 Total No. of permanent faculty 2.2 No. of permanent faculty 2.3 No. of Faculty Positing Recruited (R) and Vacant	Total 35 culty with	Asst. Profes	ssst. Pr	Associa Profess	5 ate	Profes	ssors	Others	s	Total	

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	16	21	5
Presented papers	10	11	
Resource Persons	2	4	6

2.6 Innovative processes adopted by the institution in Teachir	ng and Learni	ing:	
 ICT enabled teaching, teaching with the aids of clips. Extensive use of digital media. Cluster learning, group discussions, Team teat industrial visit and field trips Bridge courses Activity oriented outside classroom sessions by Student Support Programme, Walk With School by Kerala government. State level or a national level seminar Special support to different learner groups. Student Seminars and assignments Well maintained textbook library 	ching, deba	ting, role-pla	ny, s.
 2.7 Total No. of actual teaching days during this academic year 2.8 Examination/ Evaluation Reforms initiated by the Institute Examination, Bar Coding, Double Valuation, Photocopy, On 			
 Open forum of Parents, Teachers and Student examinations at UG and PG level. Periodically updated Question bank for all UG Online multiple-choice questions (sample) to 	G and PG pro	ogrammes.	ıl
2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Deve	12 lopment wo	1 rkshop	1
2.10 Average percentage of attendance of students	90		

2.11 Course/Programme wise distribution of pass percentage :

Total no. of students		Total Pass	Division					
Programme	amme appeared	Distinction %	I %	II %	III %	Pass %		
BA English	39	36	10	77	5	0	92	
BA Economics	45	31	5	62	2	0	69	
BA West Asian Studies	39	37	0	90	5	0	95	
BBA	42	31	0	26	34	14	74	
BCom.(Co-op)	55	52	11	77	7	0	95	
BSc Computer Science	33	28	12	73	0	0	85	
BSc Microbiology	28	26	57	36	0	0	93	
BSc Biochemistry	31	29	26	68	0	0	94	
BSc Biotechnology	31	24	19	58	0	0	77	
MA Economics	19	18	0	79	16	0	95	
MSc Microbiology	9	9	33	67	0	0	100	
BCom Computer Application	35	28	6	63	11	0	80	
MA History	6	5	0	33	50	0	83	
MA English	19	18	11	84	0	0	95	
M Com	20	17	0	75	5	5	85	

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

Following are the main devices used by IQAC to monitor the teaching learning process

- Self-Appraisal form for teachers
 Teacher- Evaluation by Students
 Action Taken reports of
 Departments
 Annual Reports
 Consolidated Report of the External Examinations prepared by IQAC
- 5. Reports on Progression to higher studies/employment

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	6
UGC – Faculty Improvement Programme	2
HRD programmes	4
Orientation programmes	2
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	1
Summer / Winter schools, Workshops, etc.	3
Others	4

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	9	NIL	NIL	17
Technical Staff	1	NIL	NIL	NIL

Criterion - III

3. Research, Consultancy and Extension

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

As per the suggestions placed by IQAC a separate Website was launched for IJARED, the research journal published by the Postgraduate Department of Economics and research Centre.

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL	2	NIL	NIL
Outlay in Rs. Lakhs		2.4		

3.4 Details on research publications

	International	National	Others
Peer Review Journals	3	10	
Non-Peer Review Journals		2	1
e-Journals	1		
Conference proceedings	2	1	

3.5 Details on in	mpact rac	ctor of publicat	iions:		
Range	1-2	Average	h-index	Nos. in SCOPUS	
3.6 Research fu	nds sanct	tioned and rece	eived from various fun	nding agencies, industry and	other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects			NIL	
Minor Projects			NIL	
Interdisciplinary Projects			NIL	
Industry sponsored			NIL	
Projects sponsored by the University/ College			NIL	
Students research projects (other than compulsory by the University)	1	Kerala state council for Science Technology and Environment	11366	11366
Any other(Specify)				
Total			11366	11366

3.7 No. of books published	i) W	ith ISBN No.	4	Chap	ters in I	Edited Bo	ooks 4	
	ii) W	ithout ISBN No.	2					
3.8 No. of University Depar	tment	s receiving funds	from		1			
	UGC-S DPE	SAP	CAS			ST-FIST ST Schen	me/funds	
_	Autono	INIL	CPE CE]	3T Star S	scheme (specify)	
3.10 Revenue generated thro	ough c	onsultancy	NIL					
3.11 No. of conferences			Internation		ational	State	University	College
organized by the Institut	tion	Number Sponsoring agencies	ICCR		UGC & Dept.	1	KSCST	9 Associations
3.12 No. of faculty served a	s expe	rts, chairpersons	or resou	irce pers	ons	10		
3.13 No. of collaborations		Internationa	al 1	Nation	nal 1		Any other [
3.14 No. of linkages created	l durin	g this year	3					
3.15 Total budget for resear	ch for	current year in la	akhs :	_				
From Funding agency	40665	From M	lanagem	ent of Ui	niversity	//College	407351	
Total	81400	4						
3.16 No. of patents received	d this	year NIL						
		Type of P	atent			Numb	er	
				Applied	1	1,01110		
		National		Granted				
				Applied	l			

		Applied	
1110	ternational	Granted	
Ca	Commercialised	Applied	
Co		Granted	

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

Total	International	National	State	University	Dist	College
			1	1		

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them				
3.19 No. of Ph.D. awarded by faculty from the Inst	titution	NIL		
3.20 No. of Research scholars receiving the Fellow	vships (Newly enro	olled + ex	isting ones) NIL	
JRF SRF	Project Fellows		Any other	
3.21 No. of students Participated in NSS events:				
	University level	14	State level	7
	National level		International level	
3.22 No. of students participated in NCC events:				
	University level		State level	39
	National level	18	International level	
3.23 No. of Awards won in NSS:				
	University level	1	State level	1
	National level	NIL	International level	NIL
3.24 No. of Awards won in NCC:				
	University level	NIL	State level	NIL
	National level	NIL	International level	NIL

3.25 No. of Extension activities organized				
University forum		College forum		
NCC [NSS	112	Any other

- 3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility
 - The Water Portability Centre under **Post graduate department of Microbiology** took initiative to check the water supplied by the tanker Lorries to various areas of Pallikkal Panchayath in association with Health department.
 - Post Graduate Department of English organized an extension programme titled "Enhancing Communication Skills of Primary Teachers" held at Pallikkal Grama Panchayath
 - Post graduate department of Commerce has organized NET/JRF/SET Coaching classes for Post Graduated students in the nearby area. 49 candidates enrolled for the coaching
 - Physical Education department provides summer camp in sports and games for the High School and Plus two students of Kondotty Municipality and Pallikkal Gramapanchayath.
 - Seven Days NSS Special Camp
 - Post Graduate Department of English has organized a programme to impart basic English skills to the students of AMLP School Kumminiparamba
 - PSC and UPSC examination oriented coaching classes are a regular programme offered by the college.
 - Computer Science Department has organized a camp at govt. Child home, Thavanoor. Teachers and students spent one day with them and provided cloths, breakfast and lunch. The camp was inaugurated by Mrs. Anupama IAS

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	80120M ²	NIL	NA	80120M ²
Class rooms	48			48
Laboratories	6	Nil	NA	6
Seminar Halls	2	Nil	NA	2
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	7	Nil	NA	7
Value of the equipment purchased during the year (Rs. in Lakhs)	11077824			11077824
Others				

4.2 Computerization of administration and library

Total Campus Solution (TCS), the software for office automation is functioning smoothly. Annual Maintenance Contract is active. Decision has been taken to replace the library software book magic by Koha, the free software.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	22380	7756955	266	113952	22646	7870907
Reference Books	2856	2774851	33	26502	2889	2801353
e-Books	N-LIST					
Journals	13	29250	2	1400	15	30150
e-Journals	N-LIST					
Digital Database	N-LIST					
CD & Video	277		3		280	
Others (Periodicals)	36	30882	10	3980	46	34862

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart- ments	Others
Existing	132	83	128	18	2	11	9	6
Added	6	1	0	0	0	0	1	0
Total	138	84	128	18	2	11	10	6

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

Orientation class given to newly enrolled students to use internet and digital resources organized by central library

Team teachers under the leadership of Dr.E. K. Ummer gives training to teachers

4.6 Amount spent on maintenance in lakhs:

i) ICT 125997

ii) Campus Infrastructure and facilities 1645365

iii) Equipments 407341

iv) Others nil

Total: 2278703

Criterion - V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC has prepared a separate report regarding the performance of various scholarship schemes on the campus. The agencies like, PTA, College Union, NSS, NCC and Equal Opportunity Centre are used for enhancing awareness about student support services.

5.2 Efforts made by the institution for tracking the progression

At department level, there are separate registers to record progression to higher studies and employment.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1308	184	NIL	NIL

(b) No. of students outside the state

11

(c) No. of international students

NIL

Men | No | % | | |

Women

No % 987

		L	ast Year					T	his Year		
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
34	209	8	1234	12*	1485	31	211	10	1240	14*	1492

Demand ratio 1: 40 Dropout: 20% (including TC due to change of residence and sem back due to medical leave and maternity leave)

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

- 1. Orientation programme on Central University Admission Process by PG department of Economics
- 2. PSC/UPSC examination oriented coaching
- 3. NET/SET/TET/CTET Coaching by the postgraduate departments
- 4. Career counseling service
- 5. Model aptitude test conducted by various agencies
- 6. CAT examination coaching
- 7. Coaching under Student Support Programme (SSP)
- 8. Programme on "How to face an interview" & "Build up Career" organized by Department of Computers Science
- 9. Institute of Certified Management Accounting, Calicut delivered career guidance orientation to second year students

No. of students beneficiaries

566

5.5 No. of students qualifie	d in these examinations	s			
NET 5	SET/SLET 6	GATE	CAT		
IAS/IPS etc	State PSC 1	UPSC	Others		
5.6 Details of student coun	selling and career guida	ance			
acted as the student advi individual c Career Guid especially E College Uni January-Ma	director of the cell for sory scheme is effect anceling services. lance is given in asso- ntrepreneurial Skill I on organized PSC Corch 2017	or Counseling and tively used as a placiation with clubs Development Club oaching Classes or	and associations		
No. of students benefitted .7 Details of campus place	623				
	On campus		Off Campus		
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed		
1,55510			18		
	ization programmes Celebration by Nationa detection camp for Wo		2017 by NSS units		
5.9 Students Activities					
5.9.1 No. of students	participated in Sports,	Games and other e	vents		
State/ Universit	ty level 13 Nat	tional level 3	International level NIL		
No. of students	participated in cultural	l events Nil			
State/ Universit	ty level Na	tional level	International level		

5.9.2 No. of medals /awards won by students in Sports.	, Games and other	events	
Sports: State/ University level 1 National level	I 1 Inter	national level	NIL
Cultural: State/ University level National level	I	national level	
5.10 Scholarships and Financial Support			
	Number of students	Amount	
Financial support from institution (PTA)	13	41000	
Financial support from government	525	3374000	
Financial support from other sources			
Number of students who received International/ National recognitions			
5.11 Student organised / initiatives Nil Fairs : State/ University level National level Exhibition: State/ University level National level		national level	
5.12 No. of social initiatives undertaken by the students	11	Doube	
5.13 Major grievances of students (if any) redressed Renovat1. The renovation of Mahagony.2. W			
3. Additional Drinking Water facilit	y in the main Blo	ock	

Criterion - VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

To be a centre of excellence in higher education, affordable to common man.

Mission

Identifying and developing the talent of the youth and moulding them into useful citizens with due emphasize on right character formation is the avowed mission of EMEA College. The fulfilment of this lofty goal is the basis of educational programmes

6.2 Does the Institution has a management Information System

- 6.3 Quality improvement strategies adopted by the institution for each of the following:
- 6.3.1 Curriculum Development

College has a team of teachers actively working in various academic bodies. Apart from memberships in various Boards of studies following teaching have been elected to Academic Council and Faculties

- 1. Dr. Abdul Muneer V. (Member, Academic Council)
- 2. Dr Muhammed Haneefa (Member, Faculty of Humanities)
- 3. Dr. Zacaria T.V (Member, Faculty of Humanities)

6.3.2 Teaching and Learning

- Enhancing the number of ICT enabled class rooms.
- Make Bridges courses more systematic and effective
- Support teachers to prepare ICT enabled teaching aids
- Commitment to improve competency in English.
- Effort to make Tutorial and remedial classes more effective
- Strict adherence to Academic calendar
- Use of Handbooks and Teachers Diary

6.3.3 Examination and Evaluation

- Regular conduct of class tests, model examinations.
- Efforts to make class room seminars a common component internal and continuous evaluation system
- Collection and analysis of the results of external examinations.

.6.3.4 Research and Development

- Science day Celebrations
- Uninterrupted publication of IJARED ,the research journal
- Efforts to enhance the number of faculty publications.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- A very Active Library advisory Committee and readers Forum
- AMC for the proper up-keep of ICT equipment
- Round the clock security Services
- Adequate appropriation for infrastructure maintenance

6.3.6 Human Resource Management

- Proper distribution of duties among teaching and Non-Teaching Staff
- Effective functioning Committee System
- Periodic Meeting
- Proper Monitoring

6.3.7 Faculty and Staff recruitment

- Strict adherence to the rules and regulations of University of Calicut,
 Government of Kerala and University Grants Commission
- Provisions for making contract appointments for self-financing programmes

6.3.8 Industry Interaction / Collaboration

- Industrial Visits, Study tours by departments of Commerce, Business Administration , Computer Science, Bio technology, Microbiology, and Bio chemistry are designed with an intention to strengthen the Industry Interaction / Collaboration..
- KINFRA Unit at Kakkancherry situated in the neighbourhood of the College is an important destination in this regard.

6.3.9 Admission of Students

- Mr. Abdu Rasaque P.M was nominated as the Nodal Officer for Admissions
- College Union set up a Help Desk during the Admission Season

6.4 Welfare schemes for

Teaching	Interest free Loan, Recreation Facilities under Staff
	Club
Non teaching	Provisions for Salary Advances, Special gift/allowances on the eve of marriage, house warming etc
Students	Canteen Facilities, Conveyance facility for Girls, Hostel facilities

6.5 Total corpus fund generated	93700				
6.6 Whether annual financial audit h	as been done	Yes	✓	No	

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

Audit Type	Ex	ternal	Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	College with External Experts	Yes	IQAC
Administrative	Yes	Deputy Directorate Calicut & AG	Yes	Internal Auditors appointed by Management

6.8 Does the University/ Autonomous College declares results within 30 days?
For UG Programmes Yes No
For PG Programmes Yes No
6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?
To avoid delay in the valuation works the University of Calicut took the following decision
Valuation Duty made mandatory
suspend regular class and depute all teachers to the CV Camps
6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges
Nil
6.11 Activities and support from the Alumni Association
College Alumni actively supported the works of NSS units particularly different activities organised for the benefit of people in the adopted village. Ms Miduna, the president of Pallikkal Grama Panchayath is Alumni of this College extended whole hearted support to programmes like save and Support Anganavadi, Free Medical Camps, Cleaning Drive etc. The free Computer coaching class as part of digital economy campaign was also organised in association with Alumni. Alumni from Computer Science Department served as the trainers.
6.12 Activities and support from the Parent – Teacher Association
PTA Sponsored Shihab Thangal Scholarship to 30 Students
 Regular Class PTA meeting to improve the quality of teaching learning process
Financial support to meet the salary expenses of contract staff appointed to run aided programmes
6.13 Development programmes for support staff
Training to use computers and internet to strengthen e-governance programme

- 6.14 Initiatives taken by the institution to make the campus eco-friendly
 - World Environment day Celebration: One Student One Tree programme was held on the campus in association with Social Forestry Department.
 - First Culture is Agriculture Programme: The NSS volunteers cultivated various vegetable items on the campus.
 - Rain Waster Harvesting: The Bamboo Lake was used to harvest rainwater.
 NSS volunteers cleaned the Bamboo Lake.

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.

Pusthakakoodu: It was programme launched by College NSS unit to promote reading habits among children in the adopted Village. As part of this a new library was started sat GLP School Kummniparamba. The book donation campaign organised in this regard produced a positive impact in making students aware of the importance of books in their life.

- 7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year
 - Set up New Examination hall with a seating capacity for 200 students
 - Construction of separate block for department of business Administration began
 - A new room for research scholars with internet facility provided at the research Centre in the department of Economics.
 - The Plan for Library Annex Approved
 - PG Class rooms of MA Economics and Microbiology shifted to new class rooms (6MX 6 M Size). Provided separate wooden Chairs and tables to PG Students

	1.	Digital India Campaign*
	2.	Village Adoption Programme *
* Ann	exure	iii (1 & 2)
7.4 Cc	ontribu	tion to environmental awareness / protection
		 Nature club organised two nature study tours(Parambikkulam and Silent Valley) in the year 2016-17. Around 100 students attended the camp.
		NSS Volunteers constructed Check Dam as part of Seven Day Camp
		 NSS volunteers organised a cleaning Drive as part of Ghandhi Jayanthi Celebrations
7.5 W	hether	environmental audit was conducted? Yes V No
7.6 Aı	ny othe	er relevant information the institution wishes to add. (for example SWOT Analysis)
	Nil	
8. <u>Pla</u>	ıns of	institution for next year
	1.	Finish the construction works of New BBA Block
	2.	Upgrade the facilities at Audio Visual Theatre
	3.	Upgrade the quality of canteen Facilities
	4.	Set up separate room for examination works
	5.	Enhance the capacity of water supply
L		

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

Name Dr. Zacaria T.V. Name Dy. Abdulla . M. f

St ac.

Signature of the Coordinator, IQAC

Co-ordinator
Internal Quality Assurance Cell (IQAC)
EMEA College of Arts and Science
Kondotti, Kumminiparamba PO
Malappuram Dt. 673 638

Signature of the Phairperson, 10:10

& SCIENCE, HONDOTTY

*ONDOTTI

Annexure 1

	Calendar 2016-2017			
		JUNE 2016		
Date	Day	Activity	Dept./Agency	
1	Wed			
2	Thu			
3	Fri			
4	Sat			
5	Sun			
6	Mon			
7	Tue			
8	Wed	First term tuition and Special fee without fine		
9	Thu			
10	Fri			
11	Sat			
12	Sun			
13	Mon			
14	Tue			
15	Wed			
16	Thu	First term tuition and special fee with a fine of Rs.5		
17	Fri			
18	Sat			
19	Sun			
20	Mon			
21	Tue			
22	Wed			
23	Thu			
24	Fri			

25	Sat		
26	Sun		
27	Mon		
28	Tue	First term tuition and special fee with a fine of Rs.10	
29	Wed		
30	Thu		
		JULY2016	
1	Fri		
2	Sat		
3	Sun		
4	Mon		
5	Tue		
6	Wed		
7	Thu		
8	Fri		
9	Sat		
10	Sun		
11	Mon		
12	Tue		
13	Wed		
14	Thu		
15	Fri		
16	Sat		
17	Sun		
18	Mon	Edul Fithar	
19	Tue		
20	Wed		
21	Thu		
22	Fri		
23	Sat		

24	Sun		
25	Mon		
26	Tue		
27	Wed		
28	Thu		
29	Fri		
30	Sat		
31	Sun		
		AUGUST 2016	
1	Mon		
2	Tue	Karkidaka Vavu	
3	Wed		
4	Thu		
5	Fri		
6	Sat		
7	Sun		
8	Mon	First Internal Exam (Odd Semester)	
9	Tue		
10	Wed		
11	Thu		
12	Fri		
13	Sat		
14	Sun		
15	Mon	Independence Day	
16	Tue		
17	Wed		
18	Thu		
19	Fri		
20	Sat		
21	Sun		

	T		
22	Mon		
23	Tue		
24	Wed	SreeKrishna Jayanthi	
25	Thu		
26	Fri		
27	Sat		
28	Sun	Ayyankali Jayanthi	
29	Mon		
30	Tue		
31	Wed		
	•	SEPTEMBER 2016	
1	Thu		
2	Fri		
3	Sat		
4	Sun		
5	Mon		
6	Tue		
7	Wed		
8	Thu		
9	Fri		
10	Sat		
11	Sun		
12	Mon	Eid-ul-Azha	
13	Tue	Onam	
14	Wed	Onam	
15	Thu	Onam	
16	Fri	Sri Narayana Guru Jayanthi	
17	Sat	Viswakarma Day	

18	Sun	
19	Mon	
20	Tue	
21	Wed	Sri Narayana Guru Samathi
22	Thu	
23	Fri	
24	Sat	Bakrid
25		Dakitu
	Sun	
26	Mon	
27	Tue	
28	Wed	
29	Thu	
30	Fri	
	1	OCTOBER 2016
1	Sat	
2	Sun	Gandhi Jayanthi
3	Mon	
4	Tue	
5	Wed	
6	Thu	
7	Fri	
8	Sat	
9	Sun	
10	Mon	Mahanavami
11	Tue	Vijayadashami
12	Wed	Muharram
13	Thu	Second Internal Exam (Odd Semester)
14	Fri	Second Internal Danis (Out Semester)
15	Sat	
16	Sun	

17	Mon		
18	Tue		
19	Wed		
20	Thu		
21	Fri		
22	Sat		
23	Sun		
24	Mon		
25	Tue		
26	Wed		
27	Thu		
28	Fri		
29	Sat	Deepavali	
30	Sun		
31	Mon		
		NOVEMBER 2016	
1	Tue		
2	Wed		
3	Thu		
4	Fri		
5	Sat		
6	Sun		
7	Mon		
8	Tue		
9	Wed		
10	Thu		
11	Fri		
12	Sat		
13	Sun		
14	Mon		

15	Tue		
16	Wed		
17	Thu		
18	Fri		
19	Sat		
20	Sun		
21	Mon		
22	Tue		
23	Wed		
24	Thu		
25	Fri		
26	Sat		
27	Sun		
28	Mon		
29	Tue		
30	Wed		
		DECEMBER 2016	
1	Thu		
2	Fri		
3	Sat		
4	Sun		
5	Mon	First Internal Exam (Even Semester)	
6	Tue		
7	Wed		
8	Thu		
9	Fri		
10	Sat		
11	Sun		
12	Mon	Milad-i-Shereef	
13	Tue		

1.4	XX7 - J		
14	Wed		
15	Thu		
16	Fri		
17	Sat		
18	Sun		
19	Mon		
20	Tue		
21	Wed		
22	Thu		
23	Fri		
24	Sat		
25	Sun	X-mas	
26	Mon		
27	Tue		
28	Wed		
29	Thu		
30	Fri		
31	Sat		
		JANUARY 2017	
1	Sun		
2	Mon	Mannam Jayanthi	
3	Tue		
4	Wed		
5	Thu		
6	Fri		
7	Sat		
8	Sun		
9	Mon		
10	Tue		
11	Wed		
	•	-	1

10	700		
12	Thu		
13	Fri		
14	Sat		
15	Sun		
16	Mon		
17	Tue		
18	Wed		
19	Thu		
20	Fri		
21	Sat		
22	Sun		
23	Mon		
24	Tue		
25	Wed		
26	Thu	Republic Day	
27	Fri		
28	Sat		
29	Sun		
30	Mon		
31	Tue		
FEBRUARY 2017			
1	Wed		
2	Thu		
3	Fri		
4	Sat		
5	Sun		
6	Mon	Second Internal Exam (Even Semester)	
7	Tue		
8	Wed		
9	Thu		
	L		

10	E		
10	Fri		
11	Sat		
12	Sun		
13	Mon		
14	Tue		
15	Wed		
16	Thu		
17	Fri		
18	Sat		
19	Sun		
20	Mon		
21	Tue		
22	Wed		
23	Thu		
24	Fri		
25	Sat		
26	Sun		
27	Mon		
28	Tue		
	-	MARCH 2017	,
1	Wed		
2	Thu		
3	Fri		
4	Sat		
5	Sun		
6	Mon		
7	Tue	Shivarathri	
8	Wed		
9	Thu		
10	Fri		
<u> </u>	L		I

11	Sat		
12	Sun		
13	Mon		
14	Tue		
15	Wed		
16	Thu		
17	Fri		
18	Sat		
19	Sun		
20	Mon		
21	Tue		
22	Wed		
23	Thu	Maundy Thursday	
24	Fri	Good Friday	
25	Sat		
26	Sun		
27	Mon		
28	Tue		
29	Wed		
30	Thu		
31	Fri		

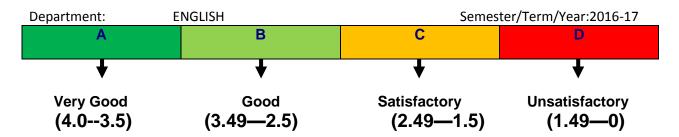
E.M.E.A. COLLEGE OF ARTS AND SCIENCE, KONDOTTY

Annual Quality Assurance Report (AQAR) 2016-17

STUDENT FEEDBACK ON COURSES (1 MINIMU AND 4 MAXIMUM)

Analysis Report

Programme: BA ENGLISH THIRD YEAR (V SEMESTER)



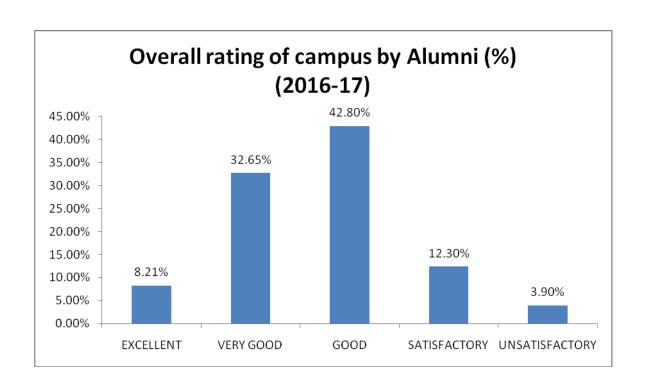
	Overall Average: 3.23 (Good)							
	Total Average	(Good)	(Good)	(Good)	(Good)	(Good)	(Good)	
		3.37	3.43	3.32	3.21	3.22	2.86	
8	Overall rating	3.5	3.4	3.4	3.1	3.4	3.5	
7	students	3.6	3.5	3.7	2.5	3.2	2.8	
	Extent of effort required by							
6	material (Library)	3.6	3.5	3.4	3.8	3.5	1.4	
	Relevance of additional source	3.3	5.2	2.0	3.3	2.3	2.3	
5	Clarity and relevance of textual reading materials	3.3	3.2	2.6	3.5	2.3	2.5	
4	broadenng perspectives)	3.1	3.2	3.5	2.3	3.4	3.4	
	skills, analytical abilities and							
	knowledge, concept, manual							
	Learning value (interms of							
3	life situation	3.5	3.6	3.2	3.4	3.1	3.3	
	Appicability/relevance to real							
2	Extent of coverage of Course	3.2	3.5	3.4	3.6	3.7	2.9	
1	including project work if any	3.2	3.6	3.4	3.5	3.2	3.1	
51.110.	Depth of the ourse Content	Liigiisii	Linguistics	or Electricate	imormatics	Troject	Course	
SI.NO.	MAXIMUM)	English	Linguistics	of Literature	Informatics	Project	Course	
	COURSES (1 MINIMUM & 4	Writing in	and	Methodology			Open	
	STUDENT FEEDBACK ON	Indian	Language					

E.M.E.A. College of Arts and Science, Kondotti Annual Quality Assurance Report (AQAR) 2016-17

FEEDBACK OF ALUMNI ON CAMPUS-Analysis Report

Semester/Term/Year: pass out Students 2016-17

			VERY				Total
		EXCELLENT5	GOOD	GOOD	SATISFACTORY	UNSATSISFACTORY	Alumni
SL.NO	AREA	(5)	(4)	(3)	(2)	(1)	Participated
	Status of Physical						
1	Facilities on Campus	16	59	120	34	17	246
	Teaching and	40		404	60	40	246
2	Academic Standard	12	53	101	68	12	246
3	Administrative Office	7	34	141	54	10	246
4	Library Facilities	5	12	109	103	17	246
5	Canteen	15	25	124	58	24	246
6	Lab facilities	19	103	68	53	3	246
7	Internet facilities	26	122	69	22	7	246
8	Hostel Facilities	22	133	81	5	5	246
9	Teacher Quality	24	134	67	13	8	246
10	Conveyance Facilities	14	138	75	18	1	246
11	Career Guidance	18	93	99	35	1	246
12	Counseling facilities	21	121	80	12	12	246
	Anti-ragging						
13	Mechanism	36	134	64	6	6	246
14	College union	27	68	124	16	11	246
	Drinking water						
15	facilities	5	15	145	37	44	246
16	Toilet facilities	6	89	126	21	4	246
17	Scholarship facilities	45	115	68	15	3	246
18	Fee concession	45	73	114	11	3	246
	Status of Management						
19	activities	37	59	124	25	1	246
20	Club activities	31	68	114	25	8	246
21	Internal Assessment	8	76	124	26	12	246
22	physical Education	12	48	152	22	12	246
23	Overall Status	14	76	134	20	2	246
	Average	20.21739	80.34783	105.3478	30.3913	9.695652	246

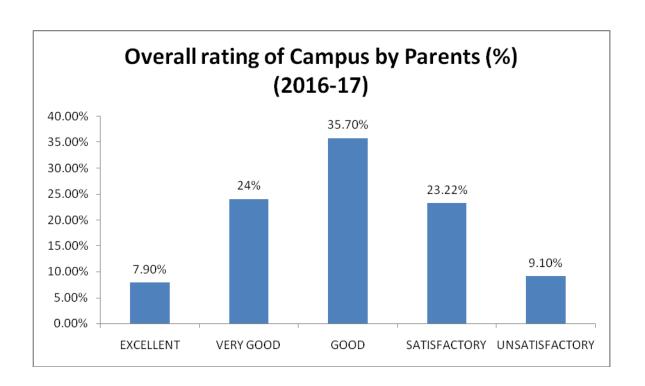


E.M.E.A. College of Arts and Science, Kondotti

Annual Quality Assurance Report (AQAR) 2016-17

FEEDBACK ANALYSIS OF CAMPUS RATING BY PARENTS

Parents of Final Year UG and PG Students 2016-17							
			VERY				Total
		EXCELLENT	GOOD	GOOD	SATISFACTORY	UNSATISFACTORY	Parents
SL.NO	AREA	(5)	(4)	(3)	(2)	(1)	Participated
	Status of Physical						
	Facilities on						
1	Campus	14	68	145	112	13	352
	Teaching and						
2	Academic Standard	17	28	125	165	17	352
_	Administrative	_					
3	Office	8	36	146	145	17	352
4	Library Facilities	17	35	112	102	86	352
5	Canteen	13	47	112	85	95	352
6	Lab facilities	23	67	134	109	19	352
7	Internet facilities	29	29	129	76	89	352
8	Hostel Facilities	26	37	186	78	25	352
9	Teacher Quality	38	154	129	15	16	352
	Conveyance						
10	Facilities	16	38	76	131	91	352
11	Career Guidance	31	64	165	64	28	352
	Counseling						
12	facilities	23	76	138	104	11	352
	Anti-ragging						
13	Mechanism	27	132	130	49	14	352
14	College union	18	102	142	73	17	352
	Drinking water						
15	facilities	4	15	69	169	95	352
16	Toilet facilities	2	95	172	48	35	352
	Scholarship						
17	facilities	92	196	45	19	0	352
18	Fee concession	78	172	72	22	8	352
	Status of						
	Management						
19	activities	19	92	129	109	3	352
20	Club activities	51	129	108	54	10	352
	Internal						
21	Assessment	53	181	87	20	11	352
22	physical Education	15	56	187	86	8	352
23	Overall Status	28	95	153	45	31	352
	Average	27.91304	84.52174	125.6957	81.73913	32.13043	352



EMEA College of Arts and Science, Kondotti Annual Quality Assurance Report (AQAR) 2016-17

Best Practice -I

Title of the Best Practice: Digital India Campaign

Objective of the Practice

Digital India campaign is an initiative planned to digitally empower Indian society by integrating the government departments and leading companies (national or international level). The main purpose of digitizing this country is to make available all the government services at easy reach to the citizens of India. As per the guidelines of MHRD, the college NSS Units came forward to be a part of this campaign.

The context

The call for promoting the process of digitalization of Indian economy was the context of this campaign. Following statements will make the context of the practice clearer.

- Digital infrastructure all through the country is like a utility to the Indian people as it will make available high speed internet delivering all the government services with ease and fast
- High demand of good governance and online services will make available all the services in real time through digitization. Digitally transformed services will also promote people for doing online business by making financial transactions easy, electronic and cashless.
- Digital empowerment of Indian people will really make possible of digital literacy through universally accessible digital resources.

Evidence of Success

- . The digital India campaign organized by the NSS units produced positive results. Following are the major attempts.
 - 1. EnteGramam, E-gramam: This conducted in the adopted village as joint venture of department of computer science and NSS. Selected Alumni of the department played their role as trainers.



2. Help Desk at SBI Branch Kondotti

Another major attempt was a help desk by NSS volunteers to help customers at the time demonetization. Several hundred villagers from different parts of KondottiThaluk benefitted.



3. Nedunkayam; the first Digital Village

NSS Volunteers went on with another initiative of amassive campaign in one of the tribal villages in NilamburThalauk in Malappuram District and achieved the target. District Collector TikkaramMeeena IAS made the official announcement.







DIGITAL COLONY: Nedum... m.timesofindia.com -

Share



CITY AA

Nedumkayam, first 'digital' tribal colony in the country

T P Nijeesh | TNN | Dec 27, 2016, 11.48PM IST

















unlimited calls Buy now >





Problems Encountered and Resources Required

The main problem in this campaign was to access in the tribal colonies. NSS volunteers successfully mobilized the support of the local people and effectively used the local self-governments in the area, social workers and other voluntary organizations to find out and interact with tribal population in the target area.

EMEA COLLEGE OF ARTS AND SCIENCE, KONDOTTI

ANNUAL QUALITY ASSURANCE REPORT (AQAR) 2016- 17 BEST PRACTICE - II

Title of the Best Practice: Village Adoption Programme

Objective of the Practice

The main objective of this programme is to materialize one of the fundamental principles of National Service Scheme that a volunteer is expected to remain in constant touch with the community.

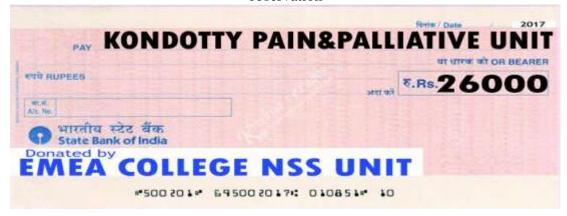
The context

Adoption of a village and area is a very meaningful programme in NSS. It is far better to concentrate attention on one village and take up the task for development perspective, than to fritter away energy in many locations involving too many activities which may not be completed at all or where the follow up action may not be possible. From this point of view, village adoption programme should ensure continuity of work vis-a-vis sustained action, evaluation and follow up work.

The National Service Scheme units of this College have adopted Kumminiparamba, the village in which this college is situated. The village is socially, educationally and economically backward. Agriculture and related activities constitute the livelihood of the people. The Village adoption programme seems to be a success in fulfilling its objectives.

Evidence of Success

1. Fund Collection for Palliative Care: NSS volunteers organized a fund collection drive in the adopted village and mobilized Rs. 30000/- as part of palliative care day observation





- 2. Pulse Polio Immunization Programme: NSS volunteers actively participated in the oral vaccine administering programme in the adopted village on 17 January 2017 and 21 February 2017.
- 3. Home for Home for Homeless: The house of MsNeriyatheriLaila destitute women in the adopted village was successfully constructed mobilizing a fund of Rs 3 Lakh. Food festival and Lucky coupen were the main means of fund collection.



4. World Food Day observation.NSS observed World Food Day on 16 the October 2016. As part of this NSS distributed around 200 in the adopted village.



- 5. Ashraya: NSS organized *'Ashraya'* a IT literacy programme in the adopted village in the year 2016-17. This was held in association with Department of Computer Science. Special training was given to local people in using computers and internet.
- 6. Road Safety Initiative. On 30 the January 2017 NSS volunteered organized a bike rally in the adopted village in favor of road safety, particularly the use of helmets. T.V Ibrahim MLA was the chief guest.



7. Breast Cancer Detection Camp: On 9th February 2017, NSS units conducted a cancer detection camp for the women in the adopted village.



8. Save Support Anginavadi: It was effort to stremnthenPre primary education in the adopted village. Panchyath President MsMiduna. K, alumnus of EMEA extended support.



Problems Encountered and Resources Required

The hesitation of some students to interact with the local people was the first problem encountered. The people also had some kind of inhibition to work together with student community. The regular field works done by the Programme officers and student leaders resolved this. The resources required was mobilized by the team NSS. Several philanthropists, NGOs, well-wishers, Alumni extended financial supports.

EMEA കോളേജ് യൂണിയൻ

FOOD FEST 2017 ഇമുച്ചിന്റെ അടുക്കള

അയൽവാസിക്കൊരു വീട്, മംഗല്വ നിധി എന്നിവയുടെ ധന ശേഖരണത്തിന്



ബനോളി... ബെയ്ച്ചോളി... തലശ്ശേരി ബിര്വാണി. 70 ഉർപ്പ

Annexure iv

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
