

EMEA COLLEGE OF ARTS AND SCIENCE
P.O. KUMMINIPARAMBA, KONDOTTI
MALAPPURAM DISTRICT, KERALA

ANNUAL QUALITY ASSURANCE
REPORT (AQAR) 2006-07

Prepared by

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Submitted to
NATIONAL ASSESSMENT & ACCREDITATION COUNCIL
BANGALORE
2006-07

INTRODUCTION

In pursuance of the National Action Plan of the National Assessment and Accreditation Council (NAAC), Bangalore, for performance evaluation, assessment and accreditation and quality up gradation of institutions of higher education, the NAAC proposes that very accredited institution establish an Internal Quality Assurance Cell (IQAC) as a post accreditation quality sustenance measure. Since quality enhancement is a continuous process, the IQAC is expected to become a part of an institution's system and work towards realizing the goals of quality enhancement and sustenance.

The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in the performance of institutions. In addition to this, all the accredited institutions which have established the IQAC will have to submit a self-reviewed progress report annually to the NAAC, detailing the tangible results achieved in key areas which are specifically identified by the IQAC in the beginning of the academic year by devising a perspective plan. The AQAR is the outcome of the perspective plan of the IQAC.

EMEA College of Arts and Science, Kondotti went through the process of accreditation in the year 2005-06 and came up with B++ grade. Consequently, as per the guidelines of NAAC, the college has constituted the Internal Quality Assurance Cell (IQAC) with the following persons as members

1. Dr.T.P. Ahammed, Principal of the College..... Chairman
2. Dr. C.P Ayoob, lecturer Department of CommerceCoordinator.

Members

3. Mr.C .P. Muhammedkutty
4. Mr.Kunhimammed.K
5. Dr. E.K. Ummer
6. Dr.K.Krishnakumar
7. Mr. K.P. Premkumar
8. Mr. Askarali.A.
9. Mr. Muneer Valappil

10. Mr. Zacaria.T.V
11. Mr. Riyad. A.M
12. Mr. K. Muhammadali

The Annual Quality Assurance Report (AQAR) of EMEA College of Arts and Science for the year 2006-07 contains the following parts

Part A.	Action Plan- 2006-07
Part B	Action Taken Report
Part C	Action Plan -2007-08

Part A

ACTION PLAN -2006-07

The following are the major highlights of the action plan for the year year 2006-07.

I. TEACHING-LEARNING-EVALUATION

- New teaching methods: Computer aided teaching aids, inter-disciplinary approach for teaching, Audio Visual and other teaching aids be further popularized. A team of Faculty Members with Mr.Riyad HOD, Department of Computer Science will assist teachers in preparing computer aided teaching materials.
- Set up Virtual class Room
- Strengthen Central Library adding minimum 1000 books
- Construct Separate Reading Room for Ladies
- Training on Data base Management be given to Faculty Members. Dr. E.K. Ummer MA. M Phil, PhD (London) will be in charge.
- Minimum 100 Students be made the members of University Central Library
- Monthly test papers be made compulsory
- Terminal Examinations be conducted twice in the year
- Student Advisory Scheme should be effectively used as a mechanism for Student evaluation.

II. CURRICULAR ASPECTS

- The following Post graduate Course be started as and when the University of Calicut and Govt of Kerala accord sanction.
 1. MSc Computer science
 2. MA English
 3. MA History
 4. MCom

- The following Career Oriented Courses Proposed to be started with UGC Assistance

ARTS/HUMANITIES		
Sl no	Course	Co ordination
1	Certificate course in Functional Arabic	Dept of Arabic
2	Diploma in Audio Visual Communication	Dept of Journalism
3	Diploma in Computer Application	Dept of West Asian Studies
4	Diploma in Financial Economics	Dept of Economics
5	Certificate Course in Communicative English	Dept of English
SCIENCE		
1	Certificate courser in animal Cell Culture	Dept of Microbiology
2	Diploma in Office Automation	Dept of Computer science
3	Certificate course in Plant tissue Culture	Dept of Microbiology
4	Certificate Course in Dot Net	Dept of Computer science
5	Certificate course in Ms Office and DTP	Dept of Computer science
6	Certificate course in Computer Fundamentals& Internet	Dept of Computer science
7	Advance Diploma in Soft ware Development	Dept of Computer science
COMMERCE		
1	Diploma in Professional Accounting and office Secretary ship	Dept of Commerce
2	Certificate Course in Office Secretaryship	Dept of Commerce
3	Certificate Course in Tax Procedure and Practice	Dept of Commerce
4	Diploma in Professional Accounting	Dept of Commerce
5	Advanced Diploma in Professional Accounting	Dept of Commerce

III. RESEARCH-CONSULTANCY AND EXTENSION

- Apply for UGC assisted Major/Minor research Projects
- Support Teachers who are doing research, particularly in Database management.
- Honour teachers who successfully completes the research projects
- Construct at least one house for the poor under shelter for needy program of Compulsory Social Service Scheme
- Organize community development programs in the adopted village under the auspices of NSS
- Community health awareness programmes be conducted

IV. GOVERNANCE AND LEADERSHIP

- Emergency message delivery system audible to all class rooms, staff rooms, laboratories administrative office, library, reading room and visitor's room be installed.
- Committee system be further strengthened
- Admission process be fully computerized
- The security arrangement in the Main Block be made more tighter
- Transport facility for girls be extended to Kumminiparamba-Calicut University route
- New appointments be made in the administrative office in order to do the additional work of self financing courses.

V. INFRASTRUCTURE AND LEARNING RESOURCES

- Four new class rooms be constructed

- A generator be installed as stand by source of energy for power supply to administrative office and laboratories for the smooth conduct of University level Practical Examinations. A generator room be constructed
- A separate Reading room be constructed under the UGC assistance
- 10 more computers be purchased
- Replace old furniture in the class rooms as well as in the staff rooms

VI. STUDENT SUPPORT AND PROGRESSION

- Placement service, career guidance, Student aid fund ,personality development programs be further strengthened
- A ladies retiring room be set up
- Alumni association be further strengthened
- More incentives be given to out standing sports students
- Special training be given to those students taking part in Zonal and Inter Zone arts competitions
- Transportation facility for the girl students be further expanded by operating one more college bus

VII. INNOVATIVE PRACTICES

- Educational programme for rural people: The college proposes to conduct an educational programme to impart basic knowledge in selected subjects like public health, secularism, environment awareness, music, accounting, spoken English. The college NSS units will implement the programme in one or two wards which will fall under the Camp area. NSS volunteers will serve as the trainers. Raising the general understanding of the local people is the main objective of this project. It will also provide the students an opportunity to get acquainted with rural life.

Part B

1. Activities reflecting the goals and objectives of the institution:

- Prospectus and College calendar reflects the goals and objectives of the institution. Interview for new enrollment was also used for disseminating information about this. In addition to this separate meeting of the newly enrolled students were also convened with this end in view.

2. New academic programmes initiated (UG and PG):

- The college couldn't start new UG/PG programmes because of the policy of the Govt except the two Add on Courses in Software Development and Functional Arabic from 2007-08 onwards. The UGC will provide Rs.12 Lakh as onetime seed money assistance for a period of five years.

3. Innovations in curricular design and transaction:

- The following teachers from the college have participated in activities related to curricular designing.

Sl no	Name of the faculty member	Position
1	Mr.Zacaria T.V. Dept of Political Science	Member, Board of studies in West Asian Studies, University of Calicut
2	Mr. A Muhammad, Dept of English	Member, Board of studies in Functional English, University of Calicut
3	Dr,Muhammad Haneefa.P Dept of Arabic	UG Board of studies in Arabic, University of Calicut
4	Dr. E.K.Ummer, Dept of Economics	Member, UG Board of studies in Economics, University of Calicut

4. Inter-disciplinary programmes started:

- The Diploma in Functional Arabic is an inter-disciplinary programme introduced by the department of Arabic. This course includes content from Arabic, English and Computer Applications. Arabic DTP, a pure interdisciplinary programme, forms a major part of the content of this diploma course.

5. Examination reforms implemented:

- Mark list Register was introduced at department level to record marks obtained by students in unit test papers, terminal/model examinations and annual university level examinations. It is expected that the consolidation of the marks in a common register would strengthen the system of student evaluation.
- Two new posts of assistant controllers were created in order to help the controller of examinations to ensure the smooth conduct of the terminal/model examination and for a standard documentation.

6. Candidates qualified: NET/SLET/GATE etc.

Sl no	Name of candidate	subject	NET/SLET/GATE
1.	Muhammad Ismail	Economics	NET
2.	Thahira.K.K	Education	NET
3.	Muhammad Shakeer E.T	Education	NET
4.	Muhammad Kabeer	Economics	NET
5.	Lirar.K.P	Area studies	NET
6.	Abdul Saleem V.P	Economics	SET
7.	Davood. E.M	Economics	SET
8.	Abdul Latheef	Economics	SET
9.	Muhammad Noufal	Economics	SET
10.	Basheer Thottiyam	Economics	SET
11.	Baiju.P.K	Economics	SET
12.	Faisal P.V.	Economics	SET
13.	Abdul Latheef V.T.	Economics	SET
14.	Muhammad Faisal	Economics	SET

15.	Abdul Kareem	Economics	SET
16.	Shyji.N.K	Economics	SET
17.	Muhammad Ismail	Economics	SET

7. Initiative towards faculty development programme:

The faculty development was attempted mainly through sending teachers to various courses or workshops conducted/organized by institutions duly approved by the university Grants commission and other such agencies. The details are shown in the following table.

Sl no	Name and department	Course/Programme	Institution
1	Abdul Muneer V.Dept of journalism	Orientation course	ASC, University of Mysore
2	Zacaria.T.V. Dept of Political Science	Orientation course	ASC, University of Mysore
3	Dr.E.K.Ummer	Orientation course	ASC, University of Calicut
4	Mr. Ameen Das,Dept of History	Annual Session, Indian History Congress	Farook College ,Calicut
5	Dr. Muhammad Haneefa	Orientation Course	ASC, University of Calicut
6	Mr. Abdu Razaque.P.M	Teaching Innovation Programme in Economics[TIPE]	Centre For Development Studies Trivandrum

8. Total number of seminars/workshops conducted:

Sl no	topic	Organizing Department	National/regional/s tate level
1	Accounting for <i>Kudubasree</i> Functionaries	Dept of Commerce	Regional

2	11 th Plan Proposal: an Overview	Dept of Economics	Regional
3	Media and West Asian Issues	Dept of West Asian Studies	Regional

9. Research projects a) newly implemented:

University Grant Commission has approved the following two Minor Research Projects in the departments of Biochemistry and Physical Education. The abstract of these projects are as follows,

1. MRP on “*Biochemical study of garcina cambogia lectin and its application in the isolation of antigens from different bacteria*” by **Dr. Krishna Kumar, Dept of Biochemistry,**

Abstract

Lectin are carbohydrate binding protein or glycoprotein of non-immune origin, which agglutinates cells or precipitate polysaccharides or glycoconjugates. Lectins are widely distributed in plant and animal kingdom. These have diverse biological activities. Garcina Cambogia Lectin (GCL) was partially purified by fractional precipitations with (NH₄)₂ SO₄ which was later purified by gel chromatography using siphadex as-150 column. Haemagglutination pattern showed that the lectin is specific for lactose. Molecular weight of the lectin is 60 KDa, having two identical sub units of 30KDa, linked by disulphide linkages. The lectin in thermo stable up to 65°C and the thermo stability is rendered by metals present in the lectin. The pH stability studies showed that it is stable even at pH 3 and 10 with an optimal activity between pH 7-8 GCL is a glycoprotein with iatrogenic and immunopotentiating activity. Histochemical studies showed that in stomach, the percentage of age of binding increased significantly during malignant transformation. But in the case of colon, the binding percentage of age was reduced significantly in Aden carcinoma, thus exposing its diagnostic and prognostic potentials during malignant transformation.

2. MRP on “effect of strength training mobility training and combination of strength and mobility training on range of movement and middle distance performance” by Mr. V.P.Sakeer Hussain, Lecturer , Dept of Physical Education

Abstract

The purpose of the study was to find out the effect of strength training, mobility training and combination of both on range of movement and middle distance performance.

Summary and findings

- Mobility training improves the hip flexibility of mobility training group combination training group and strength training.
- The flexibility of mobility training group is higher than combination training group and strength training group.
- Mobility training improves the ankle flexibility of mobility training group, combination training group and strength training group.
- The increase in performance in 1500 meters race is higher for combination training group than strength training group and mobility training group

b) Completed: NIL

10. Patents generated, if any:

Nil

11. New collaborative research programme:

Nil

12. Research grants received from various agencies:

College received Research grants from University Grants Commission for Two Minor Research Projects and FIP assistance for three teachers during the year 2006-07.the details are given below.

Sl no	Name of the teacher	programme	Grant received
1	Dr.Krishna Kumar.K.	Minor Research Programme	40,000

2	Dr. V.P.Sakeer Hussain	Minor Research Programme	35,000
3	Mrs Jameela.Pullambalavan.	PhD, FIP
4	Mr.Abdulla.M.P	PhD, FIP

13. Details of research scholars:

The details of the research Scholars are shown in the following table

Sl no	Name of the research Scholar	topic	Research centre
1	Mrs Jameela P	“A study on Women Characters in the Drama of Jaya Shankar Prasad”	Dept of Hindi, University of Calicut
2	Mr Abdulla M.P	“Trends, Causes and Consequences of Consumerism in Kerala”	Dept of Economics, University of Calicut
3	Mr V.P.Sakeer Hussain	“Effect Of Strength Training, Mobility Training And Combination Of Strength And Mobility Training On Maximum Strength Range Of Movement And Performance In 1500 Meters”	Dept of Physical Education, Annamalai University
4	Mr.Zacaria.T.V	“Interface Between Trade Union And Environmental Movements: Case Studies Of Mavoor And Plachimada Agitations”	Dept of Studies in Political Science, University of Mysore
5	Mr.Ameen Das .A.P	“Social History of Exiled Mappilas to Andaman Nicobar Islands”	Dept of History, University of Calicut
6	Mr.Premkumar K.P	Contemporary British women’s	Dept of English,

		Theater”	University of Calicut
7	Mrs Zabeena Hameed	Female Education and demographic Transition in Kerala with special Reference to Malappuram District”	Dept of Economics, University of Calicut

14. Citation index of faculty members and impact factor: Nil

15. Honors/Awards to the faculty:

None of the faculty members received awards during the report year. However the following teachers received honors as they got selected to the posts shown against their name.

Sl no	Name of the faculty member	Position
1	Mr. Nalakath Bhasheer, Dept of Commerce	<ul style="list-style-type: none"> ● General Convener, All India Valley Ball Meet 2006 held at Perithalmanna
2	Mr.V.P.Sakeer Hussain ,Dept of Physical Education	<ul style="list-style-type: none"> ● Manager, Kerala State Athletic Team to National Games 2006 held at Guhawathi. ● Hon. Secretary, Malappuram District Amateur Athletic Association ● State Selector for Athletics ● State Technical Official ● Member, Malappuram District Sports Council
4	Mr.K. Kunhimuhammad,Dept of History	<ul style="list-style-type: none"> ● Additional Chief Superintend For University Examinations 2006 held at MEASS College Areekode.
5	Mr.Zacaria T.V. Dept of	<ul style="list-style-type: none"> ● Executive Committee Member, South

	Political Science	<p>India American Studies Network(SIASN) Chennai</p> <ul style="list-style-type: none"> ● Member, Managing Committee MGM Public School, Punnappalam
6	Abdul Muneer V. Dept of Journalism	<ul style="list-style-type: none"> ● General Convener, Media workshop organized by the University of Calicut
7	Mr.K.Hamsa, Dept of Economics	<ul style="list-style-type: none"> ● Member, Board of Examiners for PG Economics Course of University of Calicut
8	Mr. A Muhammad, Dept of English	<ul style="list-style-type: none"> ● Additional Chief Superintend For University Examinations 2006 held at MEASS College Areekode. ● Member, Managing Committee Florea International School, Ramanattukara.
9	Mr. Ameendas. A .P	<ul style="list-style-type: none"> ● Life Member, Indian History Congress. ● Life Member, South Indian History Congress.

16. Internal resources generated:

Sl no	Source	Amount generated
1	Fee collection from self financing courses	36,00000
2	Donations from the public	15,00000
3	Donation from PTA	2,00000
	Total	Rs.53,00000

17. Details of departments getting SAP, COSIST (ASSIST)/DST, FIST, etc. Nil

Assistance/recognition:

18. Community services:

- **Shelter for Needy Programme:** The construction of a house for an orphan family in the adopted village is in progress. It is carried out as part of Compulsory Social Service Scheme introduced by the University of Calicut for undergraduate students. Apart from their manual work at the construction site every undergraduate student has also mobilized Rs.200 each in the form of small donations worth Rs.5 from the public. The construction is expected to be finished within a few months.
- **Sanitation Work:** As part of Ten Day Camp the NSS Volunteers of the college came up with a programme of providing latrine facility to Mr. Nazer, a poor agriculture worker living in ward VIII of Chokkad Panchayath. The functional Group for Health and Hygiene coordinated the programme.
- **UGC Sponsored Workshop for Kudumbasree Functionaries:** Dept of Commerce conducted a Two-Day Workshop on Personality Development, Accounting, business management, Marketing and Women Empowerment to the Kudumbasree Functionaries in Malppuram District in March 2007
- **Felicitation to Top Scorers:** the NSS Group for Village Adoption Conducted a programme to felicitate best performers among the School going children in the Kumminiparamba Village near by the Campus. Mementos and Cash awards were distributed. Mr. K.C. Saithalavi, President Pallikkal Panchayath was the Chief Guest.

19. Teachers and officers newly recruited:Nil

20. Teaching – Non-teaching staff ratio: 2:1

21. Improvements in the library services:

Borrowing /issue of books fully computerized. Proper training to use computers has been given to all the library staff.

22. New books/journals subscribed and their value:

No of books	Value in Rupees
1001	2,86,009.48

The details of the newly subscribed books are shown in appendix I.

23. Courses in which student assessment of teachers is introduced and the action taken on student feedback:

BA English Course. It was decided to introduce project /assignment for subsidiary subject Journalism

24. Unit cost of education:

Unit cost of Education including salary is 16,000 per student

25. Computerization of administration and the process of admissions and examination results, issue of certificates:

Sections dealing with salary, provident fund, attendance, admission, transfer certificates were computerized during the year 2006-07. This has alleviated lot of difficulties related to administrative process particularly preparation of salary bills and student admission.

26. Increase in the infrastructural facilities:

The following are the major infrastructure developments carried out during the year 2006-07

Sl no	Particulars	Facility	Amount	Funding Agency, if any
1	Class rooms	Two lecture halls for Dept of Bio Chemistry	6,00000	Own fund
2	Reading room	Area :700 Sq ft	4,16000	UGC assistance
3	Dept Rooms	One room each for Dept of computer science and Dept	2,00000	Own fund

		of English		
4	Generator and generator room	With 7.5 KV capacity	1,57,000	Own Fund
5	UPS	With 1.5 KV capacity	48,000	Own Fund
6	Desktop System	2,17,000	Own Fund
7	Urgent Message Delivery System	Connectivity to 40 rooms which includes all class rooms , Library, Administrative Office, and Department rooms,	1,50,000	Own Fund
8	Car Parking Area	Additional 500 Sq ft area	75,000	Own Fund
9	Gate	Three Metallic Gates to restrict entrance to the Corridors of Main Block	2,15,000	Own Fund
10	Campus Beautification	50 Flower pots, landscape works	50,000	Own Fund
11	Furniture	Class room furniture	2,15,000	Own Fund

27. Technology up gradation:

- admission process computerized
- Generator and generator room With 7.5 KV capacity
- UPS With 1.5 KV capacity

28. Computer and internet access and training to teachers and students:

All departments are provided with computer facility. Broad band internet connection is available. All teachers are computer literate. As in the previous year the department of computer science conducted practical training programmes benefiting nearly 70 percentages of students. The department of Economics has conducted a short term practical training programme on Minitab and SPCSS for the students of MA Economics Course.

29. Financial aid to students:

**DETAILS OF VARIOUS CONCESSIONS/ SCHOLARSHIPS FOR THE YEAR
2006-07**

Sl no	Name of the Scholarship	No Students benefited	Total amount
1	Merit Scholarship	02	5080.00
2	Muslim Girls Students Scholarship	56	7050.00
3	SC Students Scholarship	171	885914.00
4	Scholarship for Forward Cast students	08	9135.00
5	Scholarship for Socially and Educationally Backward Sections	24	45565.00
6	OBC students Scholarships	504	658305.00
7	Scholarships to the Children of Beedi Workers	01	3000.00
8	Scholarships to the Children of Fishermen	02	6736.00
9	Scholarships to the Physically Handicapped Students	03	5250.00
	Total	771	16,26,035.00

30. Activities and support from the Alumni Association:

- **COMMET 2007:** this was a programme conducted by the Department of Commerce in association with the Commerce Alumni association.
- The former members of Rhythm of EMEA, the Orchestra team of the College presented a musical fest in connection with the Onam Celebration.

31 Activities and support from the Parent-Teacher Association:

- Class PTA meetings are an integral part of evaluation system. These meetings provide opportunities to get feed back from parents.

32. Health services:

- **Talk on life style and cardiac diseases:** Dr.K.Kunhali., Consultant Cardiologist, National Hospital, Calicut delivered a talk on ‘ **life style and cardiac diseases**’. Teachers, Non teaching staff and students attended.
- **Positive Speaking:** As part of Aids Awareness programme a positive talk was conducted on the campus. Mr. Shareef Mankada, HIV positive and a paid social worker of Kerala AIDS control Society interacted with the students.
- **Free Medical Camp:** A free medical Camp was conducted at Chokkad in association with MIMS Hospital Wandore and Friends Arts and Sports Club Kallamoola. 300 rural people benefited.

33. Performance in sports activities:

Sl no	Name	Event/Position
1	Mr. Varun Kumar, I MA Eco	Captain, Calicut University Valley Ball Team In The Inter University Valley Ball Championships
2	Miss Sajiha III BSc Microbiology	Winner, Junior National Ball Badminton Championship And Runner Up In The Inter University Championships
3	Mr.Jamsheer P.P. ,IIBCom	Silver Medal In The Calicut University Athletic Meet In Shot Put
4	Mr. Muhammad Shihab U of III BSc Computer Science	Bronze Medal In Calicut University Athletic Meet In Long Jump
5	Mr. Mazin .K.K.,II BSc Microbiology	Silver Medal In The Calicut University Athletic Meet In Javelin Throw And Bronze Medal In The Senior State Athletic Meet In Javelin
6	Mr. Mazin .K.K.,II BSc Microbiology	Captain Malappuram District Senior Athletic Team
7	Mr. Muhammad Shihab U of III BSc Computer Science	Captain ,Malappuram District Junior Athletic team

8	College Cricket Team	Runner-Up , Calicut University B zone Championship
9	College Volleyball team	Winner ,Calicut University, B zone Championship
10	College football team	Bronze medal , Calicut University, B zone Championship

34. Incentives to outstanding sportspersons:

- **Sports hostel:** As an effort to promote sports activities, the college is running a sports hostel fully out of its own fund. It provides accommodation facility to the members of college volley ball team of whom majority are from neighboring districts. The college has approached Kerala Sports Council to take over the project.
- **Special Cash awards:** The College Union of the year 2006-07 introduced special Cash awards to the winners of various sports events conducted as part of annual sports meet.

35. Student achievements and awards:

The following students of the college came up with achievements as shown against their name.

Sl no	Name	Achievement
1	Sandhya.S.V	First Rank In Bsc Microbiology Examination Conducted By The University Of Calicut
2	Anju Lal H.	Second Rank In Bsc Microbiology Examination Conducted By The University Of Calicut
3	Miss Shifabi.P.V	First Rank In Ba West Asian Studies Examination Conducted By The University Of Calicut

4	Aysha.M.	Second Rank In BA West Asian Studies Conducted By The University Of Calicut
5	Ayshabi Mundasseri	Third Rank In Ba West Asian Studies Examination Conducted By The University Of Calicut.
6	Mr. Varun Kumar K.P.	Selected As Captain, University Volleyball Team, University Of Calicut.

36. Activities of the Guidance and Counseling unit:

The functional group for Career guidance and counseling conducted three day PSC Coaching programme for a group of 33 students.

37. Placement services provided to students:

The Department of Computer Science conducted a campus placement programme in association with Evron India Ltd. Twelve Students got selected their name and details are given in the table.

Sl no	name	class
1	Sabeer	II BSc Computer Science
2	Naisal	II BSc Computer Science
3	Muhammad Abdurahman	II BSc Computer Science
4	Rahmathulla	II BSc Computer Science
5	Rasique	II BSc Computer Science
6	Noushad	II BSc Computer Science
7	Sadina	II BSc Computer Science
8	Rahila	II BSc Computer Science
9	Ashina	II BSc Computer Science
10	Najmudheen	II BSc Computer Science
11	Abdul Hasan	II BSc Computer Science
12	Jamsheer.	II BSc Computer Science

38. Development programmes for non-teaching staff:

The Non- teaching Staff working in library, bill section, reprographic centre, admission, Transfer Certificates have given special training in computer application.

39. Healthy practices of the institution

- **Shelter for needy programme:** This is an ongoing project of the college for implementing the Compulsory Service scheme introduced by University of Calicut
- **“Symbolic strike”:** student’s agitations generally cause loss of working days. The student leadership and the College authorities have reached at an agreement that the agitation shall be limited in the sense that it will not disturb the regular functioning of the institution.
- **Educational Programme for Children:** As part of NSS special Camping awareness programme was organized in ward VII and VIII of Chokkad Panchayath in Nilambure thaluk during the Xmas vacation on topics like “microbes”, “Spoken English” “Music and Life”, “Accounting” and “secularism”. NSS Volunteers were the Peer Educators. Around 300 Local children attended the classes.

40. Linkages developed with National / International, academic /

Research bodies: **Nil**

41. Any other relevant information the institution wishes to add: nil

Part C

Plan of Action for the Year 2007-08

Following are the highlights of the plan of action of the college for the next year

- Prepare a detailed profile of the EMEA group of Institutions with a special focus on EMEA College of Arts and science.
- Silver Jubilee Celebration be organized with variety of programmes
- Main Gate be renovated and be declared as memorial of late Seethi Hajee, the founder manager of EMEA College of Arts and Science
- The construction of the ladies hostel Block III and IV be Started with the assistance sanctioned by UGC
- The Ad-on Course on Functional Arabic and Soft ware Development be launched
- The two sides of the way to the main block be beautified
- The website of the institution be modified
- The pay of the non permanent staff be revised.
- The construction of a new seminar hall, Sports Hostel, Ladies retiring room, prayer hall be started
- Build two houses for two selected widows in the adopted village
- Computer training programme for all teaching and non teaching staff be provided
- Bring the institution under minority institution act
- Career Guidance and Personality development programmes will be organized under the banner of CGCC

Department Level Programmes (high lights)

P G Department of Economics

- There will be a project presentation seminar for PG students which will be a situation for presentation and discussion of research topics selected for dissertation work.
- The PG students will be given special training in Minitab and SPSS
- There will be a preliminary test to under stand the capacity of the newly enrolled first year BA Economics students to go with the programme.

- The advanced Learners will be provided with a 10 % concession in the text book library
- There will be department level refresher courses in mathematical Economics and econometrics for teachers.
- Text book library would be further strengthened

PG Department of Microbiology

- Test papers will be conducted at the end of every month and the result will be displayed on the department notice board.
- Study tour for final year BSc microbiology students
- One day industrial visit for II BSc Microbiology students
- One day seminar under the auspicious of Microbiology association
- Feed back on teachers will be collected from students after each term and steps will be taken to improve the quality of teaching

Department of Commerce

- Class room seminars will be effectively used as a means to develop the personality of the students
- For the Text book library the Poor students will be exempted from borrowing fee
- The commerce Club proposes to subscribe fifteen more periodicals
- The commerce will organize various cultural programmes in connection with Onam Celebration
- The University level Commerce and Management Meet (COM MET) will be conducted in January 2008.
- A two day workshop on Project identification will be organized under the auspicious of entrepreneurial development Club and department of industries, Kerala
- Industrial visit will be arranged for the second and third year students during the first week of November

- A study tour to India International trade Fare , New Delhi and near by places will be organized during the third week of November
- A one day training programme for local ADS and CDS and ward members of Pallikkal Panchayath
- Regular PTA meetings will be held to discuss the performance of the students

Department of English

- Performance of teachers will be assessed with the help of student's feedback. HOD will be in charge of Teacher evaluation
- Classroom seminars and healthy debates will be conducted for each class on selected topics.
- As most of the works of literature have been filmed, Department decided to screen film of works in the classroom, to be studied for undergraduate level.
- Eminent literary figures will be invited to present seminars on relevant topics. At least three seminars will be conducted.
- A preliminary examination will be conducted to evaluate general standards of the first year students. Literary appreciation, analytical ability, grammar and usage and proficiency in reading and writing will be tested. :
- Add books to the credit of department library.
- The department will conduct a 5 day tour programme. Students shall prepare their tour report.

Department of west Asian studies

- Monthly test papers be conducted
- Student evaluation on teachers be conducted
- A study tour to Agra and Delhi be organized
- Seminar presentation for final year students be used as situation for student evaluation

Department of Biotechnology

- Test papers will be conducted at the end of every month
- Monthly attendance percentage will be calculated and displayed at the end of every month
- Competitions like debates ,Quiz ,poster presentation will be organized
- One day seminar under the leadership of Biotechnology association will be organized
- Industrial visit for Final year students will be held in the last week of October

Department of Business administration

- Department staff meeting at the end of every month
- Unit test for all subjects
- Personality Development programmes
- Classes on career Guidance
- Industrial visits at least twice in an year
- Study tour to New Delhi/ India international trade fare

Department of Computer Science

- Conduct IT Fest, an intercollegiate festival for seminar, exhibition, interaction, trade fare, cultural programmes based on topics related to information technology.
- Study tour to one of the cyber cities in south India
- Placement services be provided in association with well known companies

Department of Biochemistry

- Regular Unit test be conducted
- Study tour be organized
- Student evaluation on teachers be carried out with the help of standard questionnaire

Department of Journalism

- Media workshop will be conducted in second week of January 2008
- Media Practical workbook be introduced
- MCJ entrance Coaching Will be provided

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