



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		NAM COLLEGE KALLIKKANDY
Name of the head of the Institution		DR. MOHAMED KUTTY KAKKAKUNNAN
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		04902463067
Mobile no.		9946411516
Registered Email		namcollege@yahoo.co.in
Alternate Email		office@namcollege.ac.in
Address		KALLIKKANDY PO, THUVAKKUNNU, KANNUR 670693 KERALA
City/Town		THUVAKKUNNU
State/UT		Kerala
Pincode		670693

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	MUHAMMAD ISMAYIL K M
Phone no/Alternate Phone no.	04902463067
Mobile no.	9526113145
Registered Email	namiqac2014@gmail.com
Alternate Email	namcollege@yahoo.co.in

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://namcollege.ac.in/crm/public/uploads/iqar_agar_image/1RSJpvITeEcCNT8LqpWPkTxqmX8gSY.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://namcollege.ac.in/public/img/calendars/Calendar_2018-19.pdf

5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.48	2016	29-Mar-2016	28-Mar-2021

6. Date of Establishment of IQAC	07-Jul-2014
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Conducting Academic and Administrative Audit	21-Mar-2019 1	1050
Preparation of necessary documents for Workload Adalat of teachers	24-Oct-2018 2	29
Installation of CCTV	05-Sep-2018 1	1050
ICT facilities in more class rooms	23-Aug-2018 1	80
Remedial coaching and tutorial classes	02-Aug-2018 45	85
Training on Office Automation	02-Jun-2018 1	14
Basic English classes for first semester students to improve language skills	03-Aug-2018 15	60
Orientation programme for faculty and administrative staff.	03-Nov-2018 1	72
Establishment of NAM Centre for Research and Local development	10-Jan-2019 1	155
Training on Work Load determination	07-Jul-2018 1	12
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	WWS	HIGHER EDUCATION DEPARTMENT	2019 40	85500
Institution	FDP	UGC	2019 365	1192859
Institution	UBA	MHRD	2019 30	50000
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

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10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
12. Significant contributions made by IQAC during the current year(maximum five bullets)	
Orientation programme for teachers and supporting staff Workshop for support staff Establishment of Nam Centre for Research and Local Development Basic English classes for first semester students Academic and Administrative Audit	
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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year	
Plan of Action	Achievements/Outcomes
Decided to remind the College Management about the installation of CCTV	7. Installed CCTV
6. Work for a better Clean Campus as part of Swatcch Bharat	6. Conducted different programmes
5. Work for a better Green Campus	5. Different initiatives have been taken
4. Completion of the work of Indoor Stadium	4. Work in progress
3. Seminar/workshop/symposium by each department	3. Conducted seminars
2. Research projects and publications of working papers by faculty members	2. Prepared four working papers on local issues.
1. Opening of the Research Centre of the college	1. Opened Nam Centre for Research and Local Development
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14. Whether AQAR was placed before statutory body ?	Yes
Name of Statutory Body	Meeting Date
COLLEGE STAFF COUNCIL	18-Dec-2020
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to	No

assess the functioning ?	
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	08-May-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>Management information system is meant to provide information required by various user as and when they require the information. Systematic collection, processing, storing and dissemination of information is the major function of MIS. MIS in the college is partially computerized. Collection of various data related with students, teachers, supporting staff etc. for administrative and control purposes are collected through both online and offline methods, processed and records are maintained in the form soft and hard copies. Office of the college is computerized and each supporting staff is provided with a computer which interconnected through LAN.</p> <p>MeshiLogic's Total Campus Software is used for recording data related with students. Network Resource Centre provides adequate help to the students and staff for uploading and submitting applications. Students' admission, submission of applications for scholarships and disbursement, submission of internal assessment marks, Attendance Progress Certificates, salary disbursement etc., are fully carried on through online. Library is fully computerized and transactions in the library are fully recorded through BookMagic Software. Notices for PTA meetings are given in advance and parents are reminded through phone calls.</p>

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500

Academic calendar, timetable, feedback from students and parents etc. are the major tools used to plan and ensure effective delivery of curriculum and course contents on time. The college prepares an academic calendar for each year. The academic calendar is prepared in accordance with the academic calendar prepared by the Kannur University. The academic calendar prescribes the time period for completion of course contents, tentative days for unit tests, internal examinations and other curricular and extracurricular activities. The academic calendar issued to the students also include various rules and regulations to be followed in the college campus, information regarding different courses offered in the college, faculty members of the college, tutors of each classes, management of the college etc. At the commencement of each semester departmental meetings will be held to prepare and approve academic plans for each department. Time table is prepared in advance and classes are carried on according to the time table. Department heads monitor timely delivery and the progress in delivery of course contents in their respective departments. Academic Monitoring Committee and principal also ensures that the delivery of course contents and curriculum is timely and is completed according to the plan. The principal convenes meeting of all the staff at the commencement of the semester with the agenda to chalk out appropriate plans and strategies to be followed to ensure effective delivery of course content within the prescribed time and to make the students for the university examination. Unit tests conducted by the individual teachers or department wise at the same time mid semester examinations and model examinations are conducted at the college level. In addition to the tests as a part of continuous internal evaluation, assignments, paper presentations, seminars, debates etc. are also completed within the time-frame. All the major departments have at least one ICT enabled smart class rooms and in this academic year two more class rooms were converted into ICT enabled class rooms. Possible efforts are taken to complete arts and sports activities, cultural fests and other co-curricular and extra-curricular activities on time. Class level PTA meetings are conducted in each semester and the progress of the wards are discussed with parents. Feedback are also obtained from students. On the basis of tests, assignments, feedback obtained from students and parents remedial coaching and tutorial classes are conducted. At the end of each semester, HOD reports the progress of course completion of the department to the principal. At the end of the semester a meeting of academic monitoring committee is held to review and appraise the efficiency and effectiveness in the delivery and to find out shortcomings and inadequacy, if any, in the plan for correction in future. A meeting of all the faculty members is also conducted to review the progress and effectiveness and appreciate the faculty members in their efforts for effective delivery of course contents and curriculum. Being an affiliated institution, the college follows curriculum prescribed by the Kannur University.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Nil	Diploma in Computer Hardware and Troubleshooting	03/09/2018	60	Diploma in Computer Hardware and Troubleshooting	Skill in Assembling and repairing computer - Desktop and laptop
Certificate	Nil	02/07/2018	30	Employment opportunity	Skill development

course in
water
analysis

in water
testing

in Water
Quality
Testi

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	0	30/03/2019
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	0	30/03/2019

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	20	30

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Nil	30/03/2019	Nil
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	French trade with Malabar (BA History)	5
BA	Kunhali Marakkar (BA History)	5
BA	Dutch commercial and political interventions in Malabar (BA History)	5
BA	Pazhassi Revolt (BA History)	5
MSc	University Exam Cell Automation (M.Sc. CS)	1
MSc	Too Small to (M.Sc. CS)	1
MSc	Prescription management (M.Sc CS)	1
MSc	Pink Police (M.Sc CS)	1
MSc	Byestander (M.Sc. CS)	1
MSc	Flood Monitoring system (M.Sc. CS)	1

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained

Quality refers to the performance to standards, meeting or satisfying the needs and expectations. There are different stake holders to a higher education institution. Expectations or needs of these stake holders are to be fulfilled by the institution through efficient and effective performance. Fulfilment of their expectations determines the performance standards of a higher educational institution. Satisfaction, being a qualitative variable and psychological factor, can be effectively measured collection, systematic analysis interpretation of feedback from the various stakeholders. Students, parents, employers, alumni, management, staff are the major stakeholders and educational institutions. In NAM College feedback is obtained from students at each semester, from parents at the time of Class PTA meetings, alumni and teachers. Students satisfaction surveys are also conducted. Students evaluation on teachers are collected at the end of each semester. For collection of feedback, from students, structured feedback form with five-point Likert Scale is used. Data collected through this feedback form is statistically analyzed and report is prepared. The report is discussed in the department meeting chaired by the head of the department. The report is also sent to the principal. If necessary, principal will meet and discuss the concerned teacher regarding performance and to improve the same. Teachers will report the feedback regarding curriculum in the appropriate (forums) venues, like board of studies meeting, workshops, seminars etc., related with curriculum modification, redraft etc. Feedback from parents and alumni are also very important. Parents have direct relationships with their wards and often will have mutual discussion related with study and college affairs. Parents can disclose much information that the students may often be reluctant to say. Thus, feedback from parents constitute a valuable source of information. Similar is the case of feedback obtained from alumni. Feedback received from students, parents and alumni help the institution to understand its strength and weaknesses in the academic and administrative systems and to take appropriate measures to improve its performance standards by eliminating or minimizing the weaknesses and inefficiencies. Any information obtained from the feedback is found to critically affect the reputation of the institution is considered to be serious and the subject matter is studied in detail for action. Feedback received from different stakeholders form the major source of information for making appropriate plans and strategies in future for improving the overall quality of NAM College.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	HISTORY	55	713	55

BA	ENGLISH	42	1084	43
BCom	COMMERCE	60	2024	59
BBA	MANAGEMENT	40	1013	40
BSc	POLYMER CHEMISTRY	34	1548	34
BSc	COMPUTER SCIENCE	34	1048	34
BSc	MATHEMATICS	34	911	33
MCom	COMERCE	25	431	24
MSc	COMPUTER SCIENCE	20	148	6
MSc	MATHEMATICS	20	227	19
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	831	117	31	12	9

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
57	35	23	9	7	2
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The institution has an effective tutorship and mentoring system. Depending upon the nature and staff strength of the department, each department follows its own systems for mentoring. At the college level, tutorship is promoted for taking care of the academic and personal care of students in the college. He/she has to maintain personal records of students like attendance, internal evaluation records, and other curricular and co-curricular related records. Mentor / tutor also maintains good personal relationship with the parents or guardian of students under their charge. In Mathematics and Polymer Chemistry departments, a tutor is assigned for each class and he/she will be responsible for mentoring the students. However, the Commerce department follows two-tier mentoring system. Each class in Commerce department is divided into two groups with 30 students and a mentor is assigned for each group. Similarly, there are two mentors for each class in English department. In computer science department, Teacher Guardian Scheme is implemented. In this scheme, students in a class are assigned to a faculty member who acts as their mentor for the entire programme duration. The tutors/mentors will take care of the overall academic and co-curricular activities under their tutorship. Tutor is responsible for tutorial classes and remedial classes in their respective classes. Tutorial sessions are formally conducted twice in a week during which contents relating to life skills and value-oriented materials are delivered. Free discussions are encouraged to elicit maximum student participation. Furthermore, students are encouraged

to meet the tutors individually. Structured mentoring system is followed wherever possible. Remedial teaching is also given for the slow learners. Each Tutor keeps personal contact with students and their families. It provides a good rapport between the students and teachers. Tutors also give guidance in choosing electives and certificate courses from various platforms. They also provide effective career guidance to the students to step into their higher studies and placement areas. In addition to the institutional level mentoring and tutorship, Government sponsored Walk with Scholar (WWS) and Scholar Support Programmes (SSP) are effectively functioning in the college. WWS is a programme sponsored by the Higher Education Department, Govt. of Kerala, meant to provide additional support to the gifted students with caliber to achieve higher career prospects and SSP is meant to support the slow learners in achieving their academic achievements.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
948	52	1:18

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
29	26	3	26	10

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Dr. Rajesh Kumar E.R	Associate Professor	PhD in Commerce from MG University Kottayam
2018	Dr. Rajesh Kumar E.R	Associate Professor	Chairman BOS., (Commerce UG)
2018	Dr. Joy Varkey	Associate Professor	Chairman BOS., (History UG)
2018	Dr. E.K.Muneera Beevi	Associate Professor	Chairman BOS., (Sociology Combined)
2018	Dr. Sathyanarayanan A	Associate Professor	Member - BOS., (Malayalam UG)
2018	Sri. Shaju K	Assistant Professor	Member -BOS., (Mathematics UG)
2018	Sri. Girish V	Assistant Professor	Member - BOS., (Statistics UG)
Nill	Sri. Muhammed Shafi	Assistant Professor	Member - BOS., (Computer Science UG)
2018	Sri. Haseeb V V	Assistant Professor	Member - BOS., (Computer Science UG)
2018	Dr. Jose M V	Associate Professor	Member - BOS., (History PG)

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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	ENG	SEMESTER	28/03/2019	30/04/2019
BA	HIS	SEMESTER	28/03/2019	30/04/2019
BBA	BBA	SEMESTER	16/03/2019	30/04/2019
BCom	COM	SEMESTER	28/03/2019	30/04/2019
BSc	CSC	SEMESTER	28/03/2019	30/04/2019
BSc	MAT	SEMESTER	20/03/2019	30/04/2019
BSc	PCH	SEMESTER	28/03/2019	30/04/2019
MA	PENG	SEMESTER	25/03/2019	30/04/2019
MCom	PCOM	SEMETER	29/03/2019	30/04/2019
MSc	PCSC	SEMESTER	29/03/2019	30/04/2019

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

As per the norms of the affiliating university (Kannur University) both Continuous Internal Evaluation and End Semester Examinations (ESE) form part of the performance evaluation of both UG and PG students. As a part of continuous internal evaluation, test papers and examinations at different intervals are conducted, in addition to assignments which measure the individual and group performance of students. Unit tests, mid semester examinations and model examinations are conducted in each semester. Assignments like paper presentations, debates, individual and group projects, discussions and competitions are also conducted as a part of continuous evaluation. Continuous evaluation process is based on the guidelines of Kannur university. Depending upon the nature of the subject and curriculum requirements, the assignments may differ from course to course. Mid semester examinations and model examination are conducted at the college level while unit tests are conducted at class level. There is an internal examination committee to manage and monitor internal examinations. Immediately after the examinations, papers are valued and valued answer scripts are returned to the students. Performance in the CIE of each student will be recorded for future reference. The college follows rules and regulations framed by Kannur University for Continuous Internal Evaluation. To enable the students to write university examinations, question papers of mid semester examination and model test papers follow the same pattern of university question papers. In addition to these test papers, model viva-voce examinations are also conducted. Generally, one of the agenda of class PTA meetings will be the performance and achievements of students in internal evaluation. This enable parents to assess the performance and progress of their ward in academic matters.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The college prepares and publishes academic calendar in every academic year. The main aim of the calendar is to provide information regarding the important dates reminding the faculty members, non-teaching staff and the students about these dates. Academic calendar has an important role in planning the curricular

and co-curricular activities and effective delivery of the course contents within the time frame. The college is affiliated to Kannur University and it has to follow the same calendar for academic events like commencement of programmes and classes, examination dates, holidays and other academic and co-curricular activities conducted at the university level. Thus, the college prepares a detailed calendar based on the university calendar incorporating additional information and tentative dates regarding unit test and internal examinations and other co-curricular and extra-curricular conducted at college level. The calendar is of immense help to the teachers and students to prepare in advance for various academic and related matters. Based on the academic calendar time table is prepared for the semester by each department and a master time table for the college as a whole. Academic calendar and time table also helps to ascertain additional class requirements in advance for completion of portions and to make arrangements for special classes. The academic calendar is prepared and published in the form of a book, which provides additional information about the management, administration, faculty members, departments, rules and regulations, programmes offered by the college, course contents, rules of conduct etc., including important phone numbers and email IDs. One copy of the calendar is given to each student of the college immediately after the commencement of the academic year.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

http://namcollege.ac.in/public/img/program_outcome/Programme_outcomes.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
ENG	BA	ENGLISH	33	18	56
HIS	BA	HISTORY	35	9	26
BBA	BBA	BBA	35	11	31
COM	BCom	COMMERCE	54	33	61
CSC	BSc	COMPUTER SCIENCE	28	16	57
MAT	BSc	MATHEMATICS	29	10	34.5
PCH	BSc	POLYMER CHEMISTRY	24	21	87.5
PSMM	MSc	MATHEMATICS	15	12	80
PCOM	MCom	COMMERCE	23	17	74
PCSC	MSc	COMPUTER SCIENCE	13	5	38

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

http://namcollege.ac.in/crm/public/uploads/igac_sss_image/pEhjMPcB1SQj1YENRxM0TKasPJhxyq.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	0	NIL	0	0
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Interactive session with leaders of North Malabar Chamber of Commerce	BBA	06/06/2018
One day Workshop on Project Preparation	Commerce	15/11/2018
Seminar on Legal Rights of Women	Commerce and Women's Cell in association with National Commission for Women	20/12/2018
Invited Lecture on Introduction to Literary Theory	English	12/12/2018
Research Methodology and Project Management	English	30/12/2018
Memory as History	History	18/12/2018
'How to Learn Mathematics in Perspectives of Educational Psychology"	Mathematics	11/01/2018

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	30/03/2019	NIL
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	30/03/2019
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International

0	0	0
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3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NIL	Nil

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	BBA	1	0
National	ENGLISH	2	0
National	ARABIC	1	0
International	POLYMER CHEMISTRY	1	2
International	COMPUTER SCIENCE	1	0
International	COMMERCE	4	6
International	BBA	1	0
International	ENGLISH	1	0
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Computer Science	1
Polymer Chemistry	1
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Service Quality and Customer Satisfaction: A Comparison between Public and Private Sector Banks in Kerala	E. Ashraf Dr. K Venugopal	International Journal of Research and Analytical Reviews (IJRAR)	2018	1	NAM College Kallikkandy	3
Silver-doped poly aniline-polyvinyl chloride	Muhammad Ismayil KM, Arun Varghese, Rosy	Journal of Elastomers and Plastics	2019	1	Nirmalagiri College Kuthuparamba	2

anocomposite films for photocatalytic and antibacterial applications	Antony					
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Silver-doped poly aniline-polyvinyl chloride nanocomposite films for photocatalytic and antibacterial applications	Muhammad Ismayil KM, Arun Varghese, Rosy Antony	Journal of Elastomers and Plastics	2019	1	1	Nirmalagiri College Kuthuparamba
Service Quality and Customer Satisfaction: A Comparison between Public and Private Sector Banks in Kerala	E. Ashraf Dr. K Venugopal	International Journal of Research and Analytical Reviews (IJRAR)	2018	1	3	NAM College Kallikkandy

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	3	10	3	1
Presented papers	4	3	2	Nil
Resource persons	Nil	Nil	1	2

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Childrens Day celebration at MYTHRI Special school on 14/11/2018	Maths Association and Maths Forum	4	90
Palliative care Programmes	Cadet Anas Memorial Palliative Unit	5	35
Swachatha pakhwada Programme	NSS	4	115
Green Kerala	NSS	4	40
Medical Camps	NSS	4	76
Planting of Saplings	NSS	4	45
Blood Donation Camp	NSS	4	40
A case study was conducted on aged people (above 65 years) in the nearby surroundings of the college premises to appraise the socio cultural transformation on a historical perspective	History Association	3	10
Follow up programme in Chamathakkad Anganvadi,note books and schooling aids were provided to the children	History and Sociology Department	3	10
Book keeping training to Kudumbasree	Thrippangotur Gramapanchayath	3	15
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Know Drugs	Certificate of Appreciation	Thrippnagottur Grama Panchayath	40
Flood Relief Activity	Certificate of Appreciation	Manathavady bar Council	12

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swatch Bharat	NCC NSS	Cleaning	5	150
Yoga Day Celebration	NCC NSS	Yoga Practicing and Awareness	8	300
Know Drugs - Vimukthi	NSS Thrippangottur Grama Panchayath	Anti-drug awareness campaign among school students	4	40
Flood Relief Activities	NSS, NCC College Students Union	Cleaning, fund raising for helping the flood victims	9	250
Pre-marital Counselling	NSS Minority Welfare Dept., Govt. of Kerala	Pre-marital counselling	2	20
Book keeping training to Kudumbasree	Commerce Department Kudumbashree Unit of Thrippangottur Grama Panchayath	Training on the maintenance of books, records and accounts	1	5
Aswamedham - Leprosy Eradication Programme	NSS Thrippangottur Grama Panchayath	Data collection on Leprosy	2	40

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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Academic Co-operation	Dr. Majeesh T	Management, National College Puliayav	1
Academic co-operation	Ashraf Edathil	Management, National College Puliayav	2
Academic Co-operation	Ashraf Edathil	Post Graduate Department of Commerce, Sir Syed College	2

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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Research	Research Guidance	SN College Thottada , Kannur 670007,PH: 0497 273 1085	01/05/2018	30/03/2019	Dr. Mohamed Kutty Kakkakunnan
Research	Research Guidance	IRISH, Nirmalagiri College, Kut huparamba,	01/05/2018	30/03/2019	Dr. Joy Varkey
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Commerce Department with Commerce Department of National College Puliyave	04/02/2019	Academic Co-operation	3
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
55	56.87

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Newly Added
Laboratories	Existing
Seminar Halls	Existing
Seminar halls with ICT facilities	Existing
Others	Newly Added
No file uploaded.	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS	Nature of automation (fully	Version	Year of automation
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software	or partially)		
MeshiLogic Book Magic	Fully	5.0	2014

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	Text Books	12147	3263343	139	76011	12286
Reference Books	878	743008	1	450	879	743458
e-Books	Nil	Nil	Nil	Nil	Nil	Nil
Journals	10	10500	Nil	Nil	10	10500
e-Journals	1	5750	Nil	Nil	1	5750
CD & Video	Nil	Nil	Nil	Nil	Nil	Nil
Library Automation	1	Nil	Nil	Nil	1	Nil
No file uploaded.						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	30/03/2019
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	122	4	1	2	1	1	7	20	0
Added	1	0	1	9	3	0	1	80	0
Total	123	4	2	11	4	1	8	100	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	Nil

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
4	3.5	15	13.69

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

A. General Rules

- Student are expected to wear uniforms / neat and decent dress and behave in a polite and decorous manner
- Students are prohibited from:
 - ? Entering the classrooms, laboratories, office, staff room etc. expect then they are expected to be there.
 - ? Loitering on verandas and in vacant classrooms.
 - ? Smoking within the college premises.
 - ? Damaging furniture and other college property.
 - ? Holding meetings and processions without obtaining the prior permission of the principal.
- Perfect discipline and decorum should be maintained in the classrooms and in the college campus.
- No students shall leave the class before the teachers leave
- For acts of misbehavior, the principal may impose punishment such as fine, cancellation of attendance, withholding of certificate, forfeiture of educational concessions and scholarships, suspension and expulsion.
- Students have to submit an undertaking that they are ready to obey the rules of the college they will not indulge in violence and will not commit crimes like ragging, destruction of individual and institutional property.
- Every student has to participate in any one of the co-curricular activities.
- A fine shall be levied on students caught for destruction of individual or institutional property. If the particular students is not identified common will be imposed. Students should bring and wear ID Card issued by the college during the college working hours and produce before the teachers as and when necessary. A fine will be imposed for non-compliance with regard to ID card.
- No individual or groups are allowed to boycott classes. Boycotting classes or such strikes are prohibited.

http://namcollege.ac.in/public/img/college-rules/College_Rules.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	SAHAYI Student Aid Fund	30	84630
Financial Support from Other Sources			
a) National	Various Grants and Scholarships provided by Governments	672	2629990
b) International	NIL	Nil	0

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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
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Interaction with leaders of South Malabar Chamber of Commerce	06/02/2019	85	Management Studies Department
Interaction with Shahid Thiruvallur IAS	10/01/2019	210	Commerce Department
Language Lab	23/07/2018	82	English Department
Vimukthi	27/11/2018	20	NSS Thrippangottur Grama Panchayath
Remedial coaching	16/07/2018	54	Faculty Members of concerned department
Pre-marital counselling	29/10/2018	330	NSS Minority Welfare Department
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	NET coaching	20	Nil	1	Nil
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
1	1	3

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	Nil	Nil	Nil	Nil	Nil
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
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2019	1	BSC	MATHEMATICS	MECF TEACHER TRAINING COLLEGE PERINGATHUR	B.Ed
2019	1	BSC	MATHEMATICS	MALABAR TEACHER TRAINING COLLEGE PERAVOOR	B.Ed
2019	2	BSC	MATHEMATICS	NAM COLLEGE KALLIKKANDY	MSC MATHEMATICS
2019	8	BCOM	COMMERCE	CMA	CMA
2019	1	BCOM	COMMERCE	CA	CA
2019	1	BCOM	COMMERCE	GLOBAL INSTITUTE OF INTERNATIONAL MANAGEMENT STUDIES	MASTER IN LOGISTIC AND SUPPLY CHAIN MANAGEMENT
2019	1	BCOM	COMMERCE	AMNITY INT ERNATIONAL DUBAI	MBA
2019	1	BCOM	COMMERCE	PONDICHERY UNIVERSITY	MCOM
2019	1	BCOM	COMMERCE	NCAS PULIYAVU	MCOM
2019	11	BCOM	COMMERCE	NAM COLLEGE KALLIKKANDY	MCOM
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year
(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	4
SET	1
Any Other	17
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Pickle Day	COLLEGE LEVEL	63
Short Film Release	COLLEGE LEVEL	92
UN Day Celebration	COLLEGE LEVEL	195
Mehandi Competition	COLLEGE LEVEL	210
Inter School Quiz Competition	Inter School	16

Poster Designing Competition	COLLEGE LEVEL	25
Cook Fest	COLLEGE LEVEL	152
Quiznos	Inter Collegiate Level	64
Children's Day Celebration	COLLEGE LEVEL	83
Teachers Day Celebration	COLLEGE LEVEL	850
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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	First place and Represented Kannur University in the All India Intern University Judo Championship	National	1	Nill	NM16CPCR12	Muhammed Afreed
2019	Represented Kannur University Table Tennis Team In the All India Inter University Championship	National	1	Nill	NM18BBAR20	Muhammed Tayyib K P
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The Kannur University Statutes, Rules and Regulations specifies for the constitution of a democratically elected college union. The college, based on the notifications of the university conducts college union election. The college union is constituted in presidential system consisting of the chairman, vice chairman, secretary, joint secretary, university union counselors, secretaries of fine arts, general captain, magazine editor and class representatives. There will be staff advisors and teachers in charge for effective supervision of the programmes conducted by the college union. The college union conducts various arts and sports activities and different kinds of fests in the college. Annually a college magazine is published by the

college union. Election and formation of the college union helps the students to create awareness about democracy and better citizenship. In addition to the college union, students' representatives are included in various committees, bodies and forums in the college. Student representative are included in the IQAC, Anti-Ragging Committee, Anti- Ragging Squad, NSS and NCC Advisory Committee, Canteen Committee, Library Advisory Committee, Anti-Harassment Committee, SC/ST Cell, Grievance Redressal Forum, Women's Forum, Hostel Committees, Management of Cooperative Stores etc. further, they are also given representations in the ad-hoc committees formed in the college. The college union of 2018-19 sponsored programme "one year one million words" was remarkable, which promoted handing over a book on the birthday of students in the college. The college union has also played an important role in raising funds for flood victims and rendering various charity services in and outside the college campus.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The college has a registered alumni association, registered under the societies act of 1860 (XXXI of 1960). Emergence and extensive use of social media has resulted in strengthening the bond among the alumni. The institution has a general alumni and alumni organized department level, class level and year-wise. Three chapters of the alumni are working in gulf countries - UAE, Qatar, and Saudi Arabia. Impositions and restrictions imposed by these countries in the activities of organizations and unions have adversely affected the working of these alumni temporarily. Class level and year-wise alumni are working in a more or less informal manner. Students completing courses from the college register themselves as alumni. Many of the alumni are well placed in different jobs in and outside our country. Many of them are well-known entrepreneurs and businessmen. One-fourth of faculty members of this college are our alumni and nearly one-half of our students are either close relative of our alumni. Alumni provide financial assistance for college student union for different activities. NRI alumni members usually visit the college when they come on leave to home. During the year Dr. Shafeer Kalathil, Research Fellow Cambridge University, former Polymer Chemistry student visited the college and delivered a lecture to the polymer chemistry students. His lecture was highly motivating and inspiring.

5.4.2 – No. of enrolled Alumni:

4623

5.4.3 – Alumni contribution during the year (in Rupees) :

26300

5.4.4 – Meetings/activities organized by Alumni Association :

During the year alumni has conducted two executive meetings and two class-wise alumni meetings in the college. Restrictions and imposition imposed by the gulf countries in holding meetings and functions of organizations has adversely affected the activities of alumni chapter working in gulf countries. However, through, social media and other communication channels they have conducted informal meetings. Alumni provide financial assistance to various activities and fests conducted by the college students' union. Alumni working abroad help to get employment and placements for newly emigrating alumni members. Alumni has instituted two cash awards in memory of Late. Lisha (BSc Computer Science Student) and Late. Mahroof (BCom student) for meritorious students in these two departments.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

NAM College is under the management and control of Muslim Educational Foundation (MEF) Panoor, a registered trust under Societies Act. The trust has delegated its powers to the governing body consisting of fourteen members, including academicians, businessmen, NRIs. Principal is ex-officio member of the governing body. Though, the governing body constitute the higher authority, administration, governance and management is delegated and decentralized. Administrative head of the college is principal. For administrative easiness, control and maintenance of discipline, the college is divided into different departments with department heads at the department level and a tutor for each class in the department. The heads of the departments are responsible for administration and control of the department as well as curricular and co-curricular activities of the department. There is College Council, IQAC, Planning and Development Committee, Academic Monitoring Committee, Internal Examination Committee, Anti-Ragging Committee, Anti-Harassment Committee, SC/ST Cell, Women's Forum, Purchasing Committee, College Student's Union etc., for helping the principal in administration and control. Whenever required, ad-hoc committees are also formed to deal with special cases. Suggestions, recommendations, development plans and changes required in the existing policy, procedures etc., can be proposed by anyone, including the staff, students, parents or any stakeholder. These suggestions will be discussed in the appropriate body for actions. Whenever the need arises, concerned committees convene meetings. Sometimes combined meetings of different committees and bodies are also convened to discuss matters which affect the interest of more than one group. Actions are taken by the appropriate body on the basis of discussion in the meeting. Students may approach their tutor, heads of the department and even the principal to discuss their problems. Thus, in the administration, management and control of affairs, a hierarchy of authority from the governing body, principal, heads of departments, tutors, students' representatives, etc., exist in the college. These organizational set up helps in effective delegation and participation in administration, management and control of affairs of the college.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	Being an affiliated institution, the college has to follow the rules and regulations for admission prescribed by the government and university. Accordingly, at present, admission to various UG and PG programmes in affiliated college in the Kannur university are conducted through single window system (Centralized Allotment Process - CAP) of Kannur university. As per this system, the students have to submit online applications through the university website and university

prepares rank list and allots colleges to the students. Institutions have to admit students allotted by the university. As per the reservation policy of Government of Kerala, 40 percent seats are allotted on the basis of merit, 20 percent seats are allotted to SC/ST students, 20 percent seats are allotted on the basis of community merit and 20 percent seats are allotted as management quota. To co-ordinate and supervise admission process at the college level an admission committee is constituted by the principal.

Industry Interaction / Collaboration

Students of different departments visit industrial undertakings as a part of their curriculum. Majority of B.com and M. Com students work with industrial and business enterprises including co-operative societies for completion of their projects. Experts from different fields are invited to talk and interaction with students. Students are encouraged to participate in seminars, debates, workshops and competitions organized by different institutions.

Human Resource Management

Human resource management is concerned with development of human resource in the institution. In broader perspective human resource in the college includes both staff and students. Maintaining better personal relations and highest satisfaction level among the students and staff in the institution is very important. The college provides sufficient opportunities for career development and growth of both staff and students. Necessary facilities and provisions, in addition to the usual class room activities, are provided to the staff and students to attend various kinds of training programmes, workshops, seminars etc., which will lead to improve their knowledge, skill and competencies. Recruitment and selection of staff and their remuneration, compensation, leave, retirement, etc., of the institutions are according to the UGC norms, and various rules and regulations of the Government and Kannur University. Annually feedback is obtained from staff and students regarding their satisfaction level and possible measure are taken to improve their satisfaction level. Decentralized

and participative management is practiced in administration and management of the college. This helps the staff to acquire experiences in administration and management and for their career development. NSS, NCC, various clubs and forums working the college organize diversified activities, which help the students and teachers in their personality development, and career prospects and for inculcating human values, ethics, empathy etc., among them.

Library, ICT and Physical Infrastructure / Instrumentation

College Library has been supplementing the teaching learning process of this college since its inception. The library building is functional and modular in construction. It has an area of 5812 sq. ft. It has a valuable collection books and periodicals. The Library is Fully computerized and all the operations like Issues and return of books, entry and exit to the library are recorded through bar code recording. Access to e-resources has been provided by the Information and Library Network (INFLIBNET) Centre of UGC. The college follows a centralized library system. Besides, reference facilities have been arranged at all the major departments. Books, which are required for immediate references are only available in the department. Students and faculty can freely browse internet facilities in the library and Network Resource Centre (NRC). The college has 41 classrooms, out of which nine classrooms are ICT enabled classrooms. Further, it has a 400-meter track open ground. The college has four computer lab centers, a language lab and a polymer chemistry laboratory. Each department is provided a computer, printer, internet facility including wi-fi, and a laptop. Each department has one smart classroom. In this academic year three classrooms were converted into ICT enabled classrooms. The institution has 55KW UPS power back up system and 15000 Watts silent generator to cater to the uninterrupted power supply needs of the college. Construction of new academic block and indoor stadium is in progress.

Research and Development

Under graduate and Post graduate students of Commerce has to complete

projects as a part of their programme. Similarly, BBA students, B Sc computer Students and BA History students have to undertake group projects. These projects are undertaken under the supervision and guidance of faculty members and are based on field study and surveys. Such projects inspire the students to undertake independent research studies. Dr. Rajesh Kumar ER, Associate Professor in Commerce was awarded PhD by Mahatma Gandhi University, Kottayam, Kerala, in the topic, Tourism Potentials in Kerala, With Special Reference to Kozhikode Dt.

Examination and Evaluation

Being an institution affiliated to Kannur university, the college has to follow the patterns, schemes and schedule prescribed by the university for examinations and evaluation. Two types of examinations are conducted in the college for evaluation purposes - the external examinations and the internal examinations. External examinations are conducted by the university at the end of each semester, answer scripts are valued either centralized valuation camps or home valuation, arranged by and under the direct supervision and control of the university and the University declare results of these examinations. The internal examinations are conducted by the college at the college level. Unit tests, mid-semester examinations and model examinations form part of the internal examination. Unit tests are conducted by the concerned teacher, and mid-semester examinations and model examinations are conducted at the college level. There is an internal examination committee to control and supervise the internal examinations. Immediately after the conclusion of examinations answer scripts are returned to the students. Based on the performance in the examinations, if necessary, teachers and heads of departments counsel the students individually. Remedial coaching and additional classes are arranged to those students whose performance is below the average. In addition to the examinations, as a part of continuous evaluation, assignments in the form of paper presentations, debates, projects, viva-voce, group discussions etc., are also conducted. Class level PTA

meetings are conducted to discuss the performance and progress of students in each semester.

Teaching and Learning

Quality of teaching and learning is of utmost importance to a higher educational institution. Continuous internal evaluation and feedback from students, parents and other stakeholders provide ample information for improving the quality of teaching and learning. Through continuous evaluation, performance of the students can be evaluated. Better performance is an indicator of quality of teaching and learning. Analysis of feedback help to determine the strengths and weakness of teachers, deficiency in resources and facilities and to take appropriate steps to overcome the weakness and to improve the quality of teaching. Teachers attend different academic courses, seminars and workshops etc., to acquire new knowledge, skills and competencies in teaching and learning. Seminars, debates, workshops competitions etc., are also conducted to make the teaching and learning process more interesting. Internal examination committee take special efforts to conduct internal examinations on time and ensure the return of valued answer scripts to the students without delay. Academic monitoring committee and staff council also strive to make teaching learning more effective. In this year two class rooms in business management department and one class room in the commerce department have converted into ICT enabled classrooms.

Curriculum Development

During the academic year 2018-19, the Kannur University has reconstituted, its various board of studies of both UG and PG, with the aim of introducing outcome-based curriculum. In this re-constituted boards, four of our faculty members hold the position of chairpersons and almost all departments have got representation in various other boards. In Commerce and History departments two teachers are members in the board of studies of both UG and PG. Teachers by their active participation in different meetings, workshops and seminars have played an important role in curriculum development and conversion of curriculum into outcome-

based. Further, department level discussions were made for effective implementation of the outcome-based education.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
<p>Planning and Development</p>	<p>There is a separate committee - Planning and Development Committee, to plan necessary programmes and policies for the development of the institution and to co-ordinate these activities. Any stakeholder can propose plans and programmes for development. The committee discusses these proposals and may recommend to implement the proposal after making necessary changes. Total Campus Solution software developed by Meshillogic is used in the college.</p>
<p>Administration</p>	<p>Total Campus Solution Software developed by MeshiLogic is used for administration in the college. For salary administration and record maintenance SPARK online system of Government of Kerala is used. For PF administration GainPF software of Government of Kerala is used. Network Resource Centre help the students for online submission of various applications.</p>
<p>Finance and Accounts</p>	<p>SPARK online system of Government of Kerala is used for salary related transactions. Gainpf software is used for PF related transactions and record maintaining purposes. Salary and other payments are directly transferred to the accounts of faculty members and other staff. There is a separate office and section for maintaining of records and accounts of self-financing section. University fee are paid through online</p>
<p>Student Admission and Support</p>	<p>For admission, students have to submit online applications through the single window system of Kannur University. though Centralized Allotment Process (CAP), University prepare rank list and allot students to the college. Students have to take admission in the college by paying necessary fee. After admission all records related with the students are maintained with the help of Total Campus Solution Software. Both financial and non-financial supports are extended to the students. During the academic year, college students'</p>

	union has developed an 'App' which contains question papers of previous years .
Examination	For external examinations, students have to apply online by paying necessary fee. University after processing the application sends hall tickets to the students, which students can download from university site. Network Resource Centre in the college render necessary help to the students for online submission of applications and remittance of fee.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Nil	Not Applicable	Not Applicable	Nil
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Oriental Programme for Faculty and Administrative Staff	Not Applicable	03/11/2018	03/11/2018	58	14
2018	Nil	Training on Office Automation	02/06/2018	02/06/2018	2	12
2018	Nil	Training on Workload Determination	07/07/2018	07/07/2018	2	12
2019	Nil	Training on Gain PF	19/01/2019	19/01/2019	3	9
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
FDP FOR PHD IN COMPUTER SCIENCE	1	01/07/2018	04/07/2019	365
FDP FOR PHD IN CHEMISTRY	1	01/07/2018	30/06/2019	365
No file uploaded.				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
1	26	Nil	12

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Four Schemes implemented by Kerala Government -General Insurance Scheme (GIS), State Life Insurance Scheme (SLI), Group Personal Accident Insurance Scheme .Kerala Private College Employees Provident Fund. In addition to these schemes there are provisions for subsidized food at canteen, Health Centre for Physical Fitness	Four Schemes implemented by Kerala Government -General Insurance Scheme (GIS), State Life Insurance Scheme (SLI), Group Personal Accident Insurance scheme. Kerala Private College Employees Provident Fund. In addition to these there are provisions for subsidized food at canteen and Health Centre for Physical Fitness	E-Grants, various scholarships, student cooperative society, subsidized food at canteen, free health check-up to newly admitted students, Health Centre for Physical Fitness

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Institution receives funds and grants from Government, UGC, Management, PTA etc. Utilization of funds and grants received from UGC are subject to external audit by chartered accountants. Staff from Directorate of Collegiate Education and Accountant General of India audit utilization of funds and grants received from Government and UGC. Utilization of management funds is audited by chartered accountants. PTA accounts are audited by faculty from commerce department. Accounts of Students Co-operative Store is audited by inspectors from Co-operative Department, Government of Kerala.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
MANAGEMENT AND PTA	11464909	INFRASTRUCTURE AUGMENTATION, SALARY,

MAINTANANCE, SPORTS, ARTS,
SCHOLARSHIP ETC.

[View File](#)

6.4.3 – Total corpus fund generated

3853500

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	NOT APPLICABLE	Yes	ACAMIC MONITORING COMMITTEE AND COLLEGE COUNCIL
Administrative	Yes	OFFICE OF THE DEPUTY DIRECTOR OF COLLEGIATE EDUCATION AND ACCOUTANT GENERAL, CHARTED ACCOUNTANT	Yes	FACULTY MEMBERS

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

PTA has provided Rs. 4,50,000 as its share for the proposed project which will solve the problem of water shortage in the campus during the summer. This project envisages to dig a well in the land near Kallummal Mosque (approximately 2 kilometers away from the college campus) and to lay pipeline to the college. The project is proposed to be completed by the next academic year. PTA provides financial support for conducting different activities and festivals in the college and to students for participating in arts, sports and other cultural activities outside the college. Cash awards and prizes are also given to meritorious students by the association. PTA provides financial support to the working of NRC by providing funds for paying salary to the staff in the Centre. It extends active support in improving the pass percentage and, through feedback and suggestions, helps to identify the shortcomings and to take appropriate measures for overall development of the college.

6.5.3 – Development programmes for support staff (at least three)

1. Training on File Management by Sri. Sankaran (Retired Superintendent, Department of Collegiate Education, Govt. of Kerala). 2. Training of office procedures by Sri. Sankaran , (Retired Superintendent, Department of Collegiate Education, Govt. of Kerala). 3. Training on Effective Communication (Dr. MK Madhusoodhanan).

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1.Completion of construction -Academic Block 2.Completion of construction of Indoor Stadium 3. Drinking Water supply scheme 4.Improving Transport Facilities

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No

c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Preparation of necessary documents for Post Adalat	21/07/2018	21/07/2018	21/07/2018	4
2018	Training programme for support staff (File Management)	16/06/2018	16/06/2018	16/06/2018	9
2018	Training for support staff (Office Procedures)	20/09/2018	20/09/2018	20/09/2018	9
2018	Basic English classes during free hours	06/08/2018	06/08/2018	03/01/2019	70
2018	Orientation programme for faculty and administrative staff.	03/11/2018	03/11/2018	03/11/2019	52
2019	Opening up of NAM Centre for Research and Local Development	10/01/2019	10/01/2019	10/01/2019	30
2019	Training programme for Support staff (Effective Communication)	19/01/2019	19/01/2019	19/01/2019	10
2019	Academic and Administrative Audit	20/03/2019	20/03/2019	21/03/2019	5

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
A debate on Menstruation and Human Rights	18/01/2019	18/01/2019	120	56
Mahandi fest	18/01/2019	18/01/2019	180	30
Poster design competition in collaboration with Kerala state women & Child welfare Department	29/01/2019	29/01/2019	16	9
Pre-marital Counselling programme	29/10/2019	16/11/2019	310	30
Seminar on Legal Rights for Girls (Association with National women commission)	09/11/2018	09/11/2018	90	30

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

NSS, Bhoomithra Sena, College Students Union etc., play an important role in creating environment consciousness among the students and public. World Environment Day was celebrated in the college. RE-4 Project introduced in the last year was continued during this year also. The project is meant to create awareness on the menace of plastic usage and to reduce the use of plastic. Installed more LED bulbs and lights to reduce consumption of electricity. Five Solar lights were installed in different part of the campus by Thrippangottur Grama Panchayath. This helped to reduce power consumption during the night.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Provision for lift	No	Nil
Ramp/Rails	Yes	1
Braille Software/facilities	No	Nil
Rest Rooms	No	Nil
Scribes for examination	Yes	3
Special skill	No	Nil

development for differently abled students		
Any other similar facility	No	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	16/10/2018	1	uniting against hunger- World food Day Celebration	Removal of Hunger	15
2018	1	6	29/10/2018	12	Premarital counselling	various issues related to marital life	340
2018	1	1	06/08/2018	5	Fund raising for rehabilitation of flood victims	Rehabilitation of flood victims	75
2018	1	1	27/11/2018	5	Vimukthi-Anti drug awareness Program	Awareness about drug abuse in the society	42
2018	1	1	23/08/2018	1	Onakodyi Vitharanam	Distribution of new dresses to needy on the occasion of onam celebrations	25

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
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College Calendar	Nil	Vision mission rules and regulation, curriculum objectives , details of TS , NTS., clubs, forums associations .that promote human values and ethics code of conduct for teachers ,NTS students etc are clearly mentioned in the callender.further in orientation programme for the newly admitted students is provided in which in addition to the anti-ragging awareness, grievance redressal facilities also addressed in addition to the discussion of rules and regulation , code of conduct etc.
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7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Vist to Mythri Special School-Children's day celebration	14/11/2018	14/11/2018	90
Vimukthi Anti-drug Awareness programme	27/11/2018	01/12/2018	40
Human Rights Day Celebration	07/12/2018	07/12/2018	52
World Food Day Celebration-uniting against hunger	16/10/2018	16/10/2018	15
World Environmental Day Observation	05/06/2018	05/06/2018	80
Yogaday Celebration	21/06/2018	21/06/2018	150
Independence Day Pared	15/08/2018	15/08/2018	74
Poster Making Competition-(Kerala sthree -innale innu nale)	29/01/2019	29/01/2019	25
Ashwamedham: leprosy eradication survey	05/12/2018	05/12/2018	35
Gandhi Jayanthi	02/10/2018	02/10/2018	75

Celebration

[View File](#)

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Identification of plants in the campus.

Swaattch Bharath cleaning and awareness programme by NSS and NCC.

Banned the use of plastic containers, and bottle drinks, plastics glasses in the college canteen and the co-operative store.

instituted bottle both to stock used plastic bottles for recycling with the help of Thripangottur grama panchayath.

Planted bamboo saplings bordering 400 meter track to contain soil erosion and a part of natural fencing.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Palliative Care follow up Objectives 1 To continue the project helpful to the patients and deserving 2 To ensure the continuity of the care and share programme 3 To keep the assurance given to the terminally ill patients 4 To add more beneficiaries under this fold of humanitarian gesture. 5 To sustain the spirit and enthusiasm among the student volunteers 6 To ensure credibility and sustainability of the project among the beneficiaries Context Palliative and care and share programme is an ongoing project which needs support from all ends. Though it started a year back, identified patients need continuous supporting mechanism to relieve their suffering. Students realized the predominance of this programme and it gained momentum in all sections of the society. This type of assistance go beyond cultural and religious barriers and those who are involved in this project develop a sense of broader vision of extending genuine support to the needy. In contrast to the previous year, monitoring and execution committee decided to find some more terminally ill patients and they too were enlisted in the beneficiary group. Besides, the volunteers took a survey of the patients to make out their financial status and categorized them in to three groups. The monitoring and execution committee is supposed to ensure food for them as they find it difficult for three square meals a day in addition to medical assistance. The Practice As this is a continuous process the committee assigned exclusively for this mission devised a strategic plan at all levels of execution. For this the committee ensured the support of college management , alumni and regular but small contribution from students. Students themselves initiated to collect within themselves and spread the adage 'skip a meal and feed your friend'. In addition, student monitoring committee decided to put up collection boxes at prime locations in the college. These efforts together alleviated the strain of mobilizing the resources for this venture. Indeed service of our ambulance in the name of Cadet Anas was a boon for the effective execution of the whole system. At times we had to render the service of qualified and experienced staff nurses considering the typical cases which needs expertise in handling medical emergencies. A doctor consultant was designated to meet the emergency situation and to get proper advice, clarification and direction. The local self government extended all support in the preliminary survey and further execution. They appreciated the college for this distinctive nature of work quite beneficial to the suffering humanity. Evidence of success The way our palliative team is received at their residences itself is an ample testimony of this dignified endeavor. Similarly the spirit and fervor showed by student volunteers during their visit to houses of patients was a clear indication of their excitement towards this act of kindness. The oral feedback from patients and their relatives, positive gesture of neighbors and nearby are the motivational factors to carry on the project in

subsequent years. Women Empowerment Programme 2018-19 OBJECTIVES 1) To make aware about rights of women in working environment 2) To familiarize and understand rights and duties of women in family and society 3) To enhance a sense of confidence in expression of views and act accordingly 4) To equip and empower girl students in the use of new media, basic internet skills its pros and consequence 5) To enhance leadership skills and power of convincing by actively involving in and organizing various programmes. 6) To enhance communication skills by involving group discussions and debate. In 18-19 Women Cell activities mainly concentrated on conducting activities and awareness programme on women rights and online services in common life. Context A strong patriarchal society with deep- rooted socio-cultural values continues to affect the progress of women's empowerment in the country. The need of the hour is an egalitarian society, where there should be no place for gender superiority and difference. Most of the girl students have come from traditional patriarchal family background where they enjoy little freedom of expression and choice. We used to observe these inadequacies in them and devise programme and activities specifically intended to enhance their inner potential already in them.

Identification of abilities and fostering them is the focus of Women Cell by engaging them in selected activities intended to develop their personality and life skills. As rampant incidence of sexual harassment and abuse is on the rise it is imperative to make them aware of atrocities against women and to teach them to prevent and resist using their strength and inner power. The Women Cell plans the activities in such way to ensure the involvement of girl students and formulate programs to enhance their inner talents and skills. More than twenty programmes have been conducted in this academic year with a view to enhance the potential abilities in them. As we have vibrant array of teachers for capacity building their services have been utilized for this specific purpose. Evidence of Success. Students at the time of joining are shy and diffident and show lack of initiative in and outside the classroom. Women Cell with the help of teachers or tutors concerned identify those students and they would be enrolled in the Women Cell or active clubs in the college. These clubs and the cell deliberately entrust specific tasks which would be of grooming them to come out of their shell and shed shyness in approach and attitude. This sea change is visible in their faces once they undertake and accomplish specific tasks assigned to them. Once they complete a year or two undergoing these process along with the academics, they gain a sense of confidence in their presentation and communication skills.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

http://namcollege.ac.in/crm/public/uploads/igar_agar_image/8DPmXxyub7PVOWeGEBtC0TV9PY9RK.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

NAM College Kallikkandy is a higher educational institution set in socially and educationally extreme backward rural area in Kannur district of Kerala, with the mission of imparting quality education to students belonging to different communities, especially minority community. Before the establishment of this college students have to travel a lot for higher education purposes. Restrictions imposed by the society on travel on travel of girls, especially, minority girls, blocked their dream of higher education and, thus, the number of girls pursuing higher education was very small. They got married at early ages itself. Establishment of this college resulted in a change the situation. A college nearby them, helped girls to enter higher education, since inception onwards, majority of students of this college are girls. Establishment of this

college has really resulted in women empowerment. As a migrant-prone area, majority of the earlier migrants and emigrants from this part of Kerala were either small traders or laborers. None of them could get better employment in their destinations due to lack of higher education. Nearly 25 years of existence of this college has helped many persons to get better employment in destination, after completing higher education in this college. At present many of the alumni of this college are working abroad as officers in government or as better paid employees in private firms and good business entrepreneurs. Within 25 years of existence, the college could change the socio-economic environment of this backward, remote rural area. As a private aided institution, as per the Government of Kerala reservation policy for higher education, 20 percentage seats can be filled through the management quota. In filling up these quotas, management gives priority to quality of students and has fixed mark restrictions for admission. NSS, NCC, different clubs, Palliative care units, student organization etc., working in the college staff of the college could serve the several people in the society for their upliftment.

Provide the weblink of the institution

http://namcollege.ac.in/crm/public/uploads/igar_agar_image/nw1DTIcxzkegAGbogFT6B4fNB4OKam.pdf

8.Future Plans of Actions for Next Academic Year

- Completion of the construction of Indoor stadium
- Completion of water supply scheme
- Collaboration and MoUs with eminent institutions
- Silver jubilee Celebrations
- Seminars and Conferences by different departments