



## Yearly Status Report - 2017-2018

### Part A

#### Data of the Institution

|   |  |  |
|---|--|--|
| <b>1. Name of the Institution</b>             |  | CO-OPERATIVE ARTS AND SCIENCE COLLEGE,<br>MADAYI                       |
| Name of the head of the Institution           |  | Dr. N. Padmanabhan   |
| Designation                                   |  | Principal  |
| Does the Institution function from own campus |  | Yes  |
| Phone no/Alternate Phone no.                  |  | 04972870550  |
| Mobile no.                                    |  | 7510641266   |
| Registered Email                              |  | cascolg@gmail.com  |
| Alternate Email                               |  | premkumar41266@gmail.com   |
| Address                                       |  | Co-operative Arts and Science College,<br>Madayi (P O) Payangadi (RS), |
| City/Town                                     |  | Payangadi  |
| State/UT                                      |  | Kerala   |
| Pincode                                       |  | 670352   |

|  |                                |
|--|--------------------------------|
| <b>2. Institutional Status</b>         |                                |
| Affiliated / Constituent               | Affiliated                     |
| Type of Institution                    | Co-education                   |
| Location                               | Rural                          |
| Financial Status                       | Self financed and grant-in-aid |
| Name of the IQAC co-ordinator/Director | Dr. G. Premkumar               |
| Phone no/Alternate Phone no.           | 04971083550                    |
| Mobile no.                             | 7510641266                     |
| Registered Email                       | cascolg@gmail.com              |
| Alternate Email                        | premkumar41266@gmail.com       |

|  |   |
|--|---|
| <b>3. Website Address</b>  |   |
| Web-link of the AQAR: (Previous Academic Year)                           | <a href="https://cascollege.ac.in/crm/public/uploads/igar_agar_image/BNT4ia0011OwOHE00Ki5pc4VbYRkps.pdf">https://cascollege.ac.in/crm/public/uploads/igar_agar_image/BNT4ia0011OwOHE00Ki5pc4VbYRkps.pdf</a> |
| <b>4. Whether Academic Calendar prepared during the year</b>             | Yes   |
| if yes,whether it is uploaded in the institutional website:<br>Weblink : | <a href="https://cascollege.ac.in/crm/public/academic_calender/8dTIBSFkF6gaNCB4RSbAaVm8dBeIZN.pdf">https://cascollege.ac.in/crm/public/academic_calender/8dTIBSFkF6gaNCB4RSbAaVm8dBeIZN.pdf</a>             |

| <b>5. Accrediation Details</b> |       |      |                      |             |             |
|--------------------------------|-------|------|----------------------|-------------|-------------|
| Cycle                          | Grade | CGPA | Year of Accrediation | Validity    |             |
|                                |       |      |                      | Period From | Period To   |
| 1                              | B     | 2.36 | 2016                 | 05-Nov-2016 | 04-Nov-2021 |

|   |             |
|---|-------------|
| <b>6. Date of Establishment of IQAC</b> | 18-Jul-2012 |
|---|-------------|

|   |
|---|
| <b>7. Internal Quality Assurance System</b> |
|---|

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

| IQAC  |                  |     |
|---|------------------|-----|
| Feed back Collected from various stake holders                      | 20-Mar-2017<br>1 | 450 |
| Conducted National Seminar on Localising History for Local Planning | 09-Feb-2018<br>2 | 110 |
| Organised Work shop on Research Methodology                         | 02-Mar-2018<br>1 | 110 |
| National Seminar on Stage Arts                                      | 08-Feb-2018<br>2 | 82  |
| Organised seminar on History and Folklore                           | 02-Sep-2017<br>1 | 101 |
| Celebrated Environment Day  | 05-Jun-2017<br>1 | 480 |
| Celebrated Readers week   | 24-Jun-2017<br>1 | 78  |
| Regular meeting of IQAC   | 15-Jun-2017<br>4 | 14  |
| <a href="#">View File</a>   |                  |     |

**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 |
|---|---------|----------------|-----------------------------|--------|
| Co-operative Arts and Science College, Madayi | NSS     | State          | 2018<br>365                 | 105300 |
| Co-operative Arts and Science College, Madayi | ED Club | State/ DIC     | 2018<br>365                 | 10000  |
| Co-operative Arts and Science College, Madayi | Seminar | State/KILA     | 2018<br>2                   | 100000 |
| Co-operative Arts and Science College, Maday  | NCC     | State Govt     | 2018<br>365                 | 123030 |
| <a href="#">View File</a>                     |         |                |                             |        |

**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

|  |                           |
|--|---------------------------|
| <b>10. Number of IQAC meetings held during the year :</b>  | 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  | <a href="#">View File</a> |
| <b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b> | No                        |

**12. Significant contributions made by IQAC during the current year(maximum five bullets)**

Academic and Administrative Audit conducted, IQAC organised seminars and workshops in association with various departments . took initiatives in organising programmes protecting our tradition. Observed various important days and organized programmes.

[View File](#)

**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                              | Achivements/Outcomes   |
|---|--|
| Conduct Workshop on Research Methodology    | Conducted Research Methodology workshop  |
| Conduct Heritage walk                       | Conducted Heritage walk  |
| Conduct National Seminar                    | Organised National Seminar on Indian Stage Arts ( Bharadeeya Ranga Kala - Sidhandhavum Prayogavum) |
| Organise The programme " Karkkidaka Peruma" | Organised " Karkitaka Peruma   |
| Celebrate " Reading Week"                   | Celebrated" Reading Week" ( Vayana varam)  |
| Environment Day celebration                 | Celebrated Environment Day   |
| Organise Seminar on History and Folklore    | Conducted Seminar on History and Folklore  |
| Conduct Two Day National Seminar            | Conducted Two day National Seminar on Localising history for local Planning                        |
| <a href="#">View File</a>                   |  |

|  |     |
|--|-----|
| <b>14. Whether AQAR was placed before statutory body ?</b> | Yes |
|--|-----|

| Name of Statutory Body  | Meeting Date   |
|---|--|
| IQAC  | 08-Aug-2018  |
| 15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ? | No   |
| 16. Whether institutional data submitted to AISHE:  | No   |
| 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)                | Cooperative Arts and science College Madayi is using partial Management Information System for its operation. For office administration the institution is using MIS . |

## 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 words

Our Institution has a proper and well planned mechanism for curriculum following the rules and regulations by the Kannur University. Kannur University offers a well-planned curriculum for various courses. Our faculties participated in workshops for designing new curriculum .They also contributed their ideas for designing curriculum. Based on the feedback and delivery of curriculum, teachers were able to contribute to the designing as well as the implementation of curriculum. Institution follows the rules and guidelines of the University in effective implementation of various programmes. All the programmes in the college follow a Choice Based Credit and Semester System. The courses were clearly conveyed to the students by the tutors and the individual teachers handling those subjects. In the beginning of the academic year itself we prepare an Academic Calendar for the systematic implementation of the programme. The conduct of internal examinations and assessment are planned in advance and committees concerned ensure its implementation according to the University norms. The institution also puts in additional effort to enhance student capabilities by providing sessions aiming at the multiplication enhancement of the students like by providing necessary remedial session in various committees for ensuring the smooth functioning and coordination of these objectives. Teachers are appointed for respective committees and are recorded in the college handbook. Teachers prepare the work diary with the lessons for the classes and tutorial maintained for recording the students' evaluation. Internal assessment register, Attendance register, Remedial class register etc. are maintained by the department for ensuring proper documentation. The tutorial system of the college helps the students to accomplish their goals.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

| Certificate    | Diploma Courses   | Dates of Introduction | Duration | Focus on employability/entrepreneurship | Skill Development      |
|----------------|---|-----------------------|----------|---|------------------------|
| Tally with GST | Diploma in Goods and Services Tax Practitioner (9DGSTP) | 01/03/2017            | 150      | Employability                           | Tax Practitioner Skill |

## 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

| Programme/Course  | Programme Specialization | Dates of Introduction |
|-------------------|--------------------------|-----------------------|
| Nil               | nil                      | Nil                   |
| No file uploaded. |                          |                       |

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                              | nil                      | Nil   |

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

|                    | Certificate | Diploma Course |
|--------------------|-------------|----------------|
| Number of Students | 0           | 35             |

## 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 |
|---------------------|----------------------|-----------------------------|
| 0                   | Nil                  | 0                           |
| No file uploaded.   |                      |                             |

1.3.2 – Field Projects / Internships undertaken during the year

| Project/Programme Title   | Programme Specialization | No. of students enrolled for Field Projects / Internships |
|---------------------------|--------------------------|---|
| BA                        | English                  | 29  |
| BA                        | History                  | 39  |
| BA                        | Malayalam                | 29  |
| BSc                       | Mathematics              | 29  |
| BCom                      | Commerce                 | 29  |
| BBA                       | General                  | 44  |
| MA                        | History                  | 15  |
| MCom                      | Finance                  | 15  |
| <a href="#">View File</a> |                          |   |

## 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

|          |     |
|----------|-----|
| Students | Yes |
|----------|-----|

|           |     |
|-----------|-----|
| Teachers  | Yes |
| Employers | Yes |
| 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

Proper implementation and influence of the curriculum is ensured by collecting curricular feedback from students, teachers parents, alumni and employer. Creative suggestions and constructive criticism are accepted by the Institution. Every stakeholder in our institution can contribute in the functioning of the system by analysing the strengths and weaknesses in curricular implementation and seeking out plausible solutions. In order to address the limitations that occur during the course of curriculum transactions, students are given the chance to voice their opinions to the teachers and their mode of teaching.. The institution brings about required changes in the mode of implementation of policies for the betterment of opportunities and overcome the hurdles that comes along the way. The opinions of the student community about the institution are given utmost importance and their feedback has significant value in ensuring the improvement of the college since they are an integral part of our system The parent community is an active stakeholder of our system. Their opinion and the ideas about the curriculum and institution formulated from the feedback of their children holds exceptional significance and the feedback has huge value in assuring the advancement of the college, and are an essential part in our system. Feedback forms are distributed and collected -here the parents can brief on the details and present a problem which should be addressed

## 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                    | English                  | 29                        | 218                            | 29                |
| BA                    | History                  | 39                        | 312                            | 39                |
| BA                    | Malayalam                | 29                        | 218                            | 29                |
| BSc                   | Mathematics              | 29                        | 170                            | 29                |
| BCom                  | Commerce                 | 29                        | 450                            | 29                |
| BBA                   | General                  | 44                        | 460                            | 44                |
| MA                    | History                  | 15                        | 80                             | 15                |
| MCom                  | Finance                  | 15                        | 150                            | 15                |

[View File](#)

### 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 | Number of fulltime teachers available in the institution | Number of teachers teaching both UG and PG courses |
|------|---|---|--|--|--|
|      |   |   |  |  |  |

|      |     |    |                          |                          |     |
|------|-----|----|--------------------------|--------------------------|-----|
|      |     |    | teaching only UG courses | teaching only PG courses |     |
| 2017 | 197 | 30 | Nil                      | 0                        | Nil |

### 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 |
|----------------------------|---|-----------------------------------|----------------------------------|----------------------------|---------------------------------|
| 29                         | 29  | 15                                | 3                                | 3                          | 4                               |

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Under the student mentoring system, each department nominates a tutor for students in each semester in a program of study. The tutor prepares a file containing details of students assigned and records all details regarding academic performance in end semester examination, continuous assessment, participation in induction, cultural activities etc. The tutor helps the students in addressing their problems and supporting them in academic activities by making necessary interventions. This tutorial scheme is adopted for the overall development of students in academic, personal and professional. Creation of a better environment in the department, where in students can approach teachers for both educational and personal guidance. Every tutor maintains good relationship with his students and their parents. Every week an hour is allotted for the tutorial meetings after the regular class time. The tutor meets his students as a small group and discusses all the difficulties relating to their studies and campus life. A mentoring committee functions with senior faculty as the convenor. This committee gives directions and guidance and topic/areas to be dealt with in different mentor, mentee interfaces. Special programmes for different topics in each discipline is also organised. Motivation for higher studies and entrepreneurship Advice and support for improvement in academic performance providing opportunities for attending professional meetings is in process. Identification of appropriate future courses, preparing students for the competitive examinations. developing additional talents in areas like photography, drama and literary writings etc were included in the tutorial system. Students are allowed to approach the tutor for both academic and personal problems. Personalized professional /career advice is given to the students.

| Number of students enrolled in the institution | Number of fulltime teachers | Mentor : Mentee Ratio |
|--|-----------------------------|-----------------------|
| 197  | 29                          | 1:7                   |

### 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                          | 22                      | 7                | 0  | 5                        |

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 |
|---------------|---|-------------|--|
| Nil           | nil   | Nil         | nil  |

No file uploaded.

### 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             | English        | 6              | 11/04/2018   | 07/06/2018  |
| BA             | History        | 6              | 11/04/2018   | 07/06/2018  |
| BA             | Malayalam      | 6              | 11/04/2018   | 07/06/2018  |
| BSc            | Mathematics    | 6              | 11/04/2018   | 07/06/2018  |
| BCom           | Commerce       | 6              | 11/04/2018   | 07/06/2018  |
| MA             | History        | 4              | 18/05/2018   | 09/10/2018  |
| MCom           | Finance        | 4              | 18/05/2018   | 09/10/2018  |

[View File](#)

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

The college follows the norms and policies of continuous evaluation as prescribed by the regulation of the Kannur University. The college evaluates the students on the basis of the various compo stipulated by the university for internal evaluation, such as written examinations, assignments, seminars, viva-voce and attendance. Minimum of two internal examinations were conducted during each semester apart from the model examination. Model examination question papers are modelled on university question papers so as to make students familiar with the university question paper pattern. Besides, the academic calendar and the University regulations, departments have a tentative schedule for the internal examinations and model examinations that are not centrally organized, considering the distinctive nature of certain subjects and syllabi. After the conduct of examinations, faculty have to evaluate the answer scripts to the students within one week time along with the comments. The common errors are discussed in the classroom. The faculty addresses the lawful grievances of the students related to the marks obtained in the internal examination. Retest examinations are conducted for students who have not attended the internal examination on genuine grounds. All assessments are documented and displayed for student verification before they are uploaded to the university websites. Mentors play a crucial role in this regard. The tutor keeps the records of the performance of the student in all the internal examinations and model examinations in each semester. Later, Students' performance is discussed in detail during the PTA which is held after a sessional examination in each semester.

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

The general framework of the curricular and co-curricular activities of the year is blueprinted on the academic calendar. Academic calendar is prepared by the calendar committee constituted by the institution. Taking University academic calendar as the base, a College level almanac is prepared at the onset of every academic year which is published in the college calendar and the website. The college council as the statutory academic body has to give the final nod for its implementation. Major contents are admission schedule, internal examinations, model examinations and university examinations, commencement of UG and PG classes, observation of national and international days • This college almanac is in tune with the University academic frame work and college level teaching learning process. The implementation takes place

mainly at the department level which is monitored and ensured by the Department Heads. At the college level the College council presided by the principal ensures that co-curricular, extracurricular and academic activities maintain the time line set by the almanac.

## 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)

[https://cascollege.ac.in/crm/public/uploads/igar\\_report\\_image/RwRIuKfWr57yOeZUXixZ4f0B8Vf3uL.pdf](https://cascollege.ac.in/crm/public/uploads/igar_report_image/RwRIuKfWr57yOeZUXixZ4f0B8Vf3uL.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                  | 27  | 14  | 52              |
| HIS            | BA             | History                  | 24  | 12  | 50              |
| MAL            | BA             | Malayalam                | 24  | 16  | 41.6            |
| MAT            | BSc            | Mathematics              | 23  | 14  | 63.86           |
| COM            | BCom           | Co-operation             | 26  | 22  | 84.62           |
| BBAR           | BBA            | General                  | Nil   | Nil   | Nil             |
| PHIS           | MA             | History                  | 15  | 13  | 86.67           |
| PCOM           | MCom           | Finance                  | 13  | 10  | 76.92           |

[View File](#)

## 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)

NA

## 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 |
|-----------------------|----------|----------------------------|------------------------|---------------------------------|
| Nil                   | 0        | NIL                        | 0                      | 0                               |

No file uploaded.

### 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       |
|----------------------------------|-------------------|------------|
| Workshop on Research Methodology | Commerce          | 02/03/2018 |

### 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             | Nil           | nil      |
| No file uploaded.       |                 |                 |               |          |

### 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                | Nil                  |
| No file uploaded. |      |              |                      |                    |                      |

## 3.3 – Research Publications and Awards

### 3.3.1 – Incentive to the teachers who receive recognition/awards

| State | National | International |
|-------|----------|---------------|
| 0     | 0        | 0             |

### 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                    | 0                       |

### 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) |
|---------------------------|-------------|-----------------------|--------------------------------|
| Nil                       | Commerce    | 3                     | 0                              |
| Nil                       | Malayalam   | 12                    | 0                              |
| National                  | Mathematics | 4                     | 0                              |
| <a href="#">View File</a> |             |                       |                                |

### 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 |
|---------------------------|-----------------------|
| Hindi                     | 2                     |
| <a href="#">View File</a> |                       |

### 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 |
|--------------------|----------------|------------------|---------------------|----------------|---|---|
| nil                | nil            | nil              | Nil                 | 0              | nil   | 0   |
| No file uploaded.  |                |                  |                     |                |   |   |

### 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 |
|--------------------|----------------|------------------|---------------------|---------|---|---|
|--------------------|----------------|------------------|---------------------|---------|---|---|

|                   |     |     |     |   |   |     |
|-------------------|-----|-----|-----|---|---|-----|
| nil               | nil | nil | Nil | 0 | 0 | nil |
| No file uploaded. |     |     |     |   |   |     |

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

| Number of Faculty           | International | National | State | Local |
|-----------------------------|---------------|----------|-------|-------|
| Attended/Seminars/Workshops | 11            | 23       | 2     | 12    |
| Presented papers            | 3             | 17       | 0     | 0     |
| <a href="#">View File</a>   |               |          |       |       |

### 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 |
|---|--|--|--|
| ENVIRONMENT DAY TREE PLANTATION               | NCC  | 1  | 70   |
| INTERNATIONAL YOGA DAY                        | NCC  | 1  | 72   |
| INDEPENDENCE DAY CLEANING ANF FLAG HOISTING   | NCC AND NSS                                  | 3  | 250  |
| GANDHI JAYANTHI CLEANING                      | NCC  | 1  | 100  |
| REPUBLIC DAY CLEANING AND FLAG HOISTING       | NCC AND NSS                                  | 3  | 260  |
| NCC DAY CLEANING AT TALUK HOSPITAL, PAYANGADI | NCC  | 1  | 98   |
| <a href="#">View File</a>                     |  |  |  |

#### 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 |
|----------------------------|--|-----------------|------------------------------|
| ALL INDIA THAL SAINIK CAMP | GOLD MEDAL IN OBSTACLE RACE GROUP LEVEL        | DGNCC           | 1                            |
| ALL INDIA THAL SAINIK CAMP | SILVER MEDAL IN OBSTACLE RACE INDIVIDUAL LEVEL | DGNCC           | 1                            |
| ALL INDIA THAL SAINIK CAMP | BRONZE MEDAL IN TUG OF WAR                     | DGNCC           | 2                            |
| <a href="#">View File</a>  |  |                 |                              |

#### 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 |
|--------------------|---|----------------------|--|--|
| nil                | nil   | nil                  | 0  | 0  |
| No file uploaded.  |   |                      |  |  |

### 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 |
|--------------------|-------------|-----------------------------|----------|
| nil                | 0           | nil                         | 0        |
| No file uploaded.  |             |                             |          |

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 |
|-------------------|----------------------|---|---------------|-------------|-------------|
| nil               | nil                  | nil   | Nil           | Nil         | 0           |
| No file uploaded. |                      |   |               |             |             |

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 |
|--------------------------|--------------------|---|---|
| Kerala State Utronix Ltd | Nil                | Conduct Certificate Course Tally with GST | Nil   |
| 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 |
|--|--|
| 40000  | 40000  |

4.1.2 – Details of augmentation in infrastructure facilities during the year

| Facilities                     | Existing or Newly Added |
|--------------------------------|-------------------------|
| Campus Area                    | Existing                |
| Class rooms                    | Existing                |
| Laboratories                   | Existing                |
| Seminar Halls                  | Existing                |
| Classrooms with LCD facilities | Existing                |
| Classrooms with Wi-Fi OR LAN   | Existing                |

|                                   |          |
|-----------------------------------|----------|
| Seminar halls with ICT facilities | Existing |
| <a href="#">View File</a>         |          |

#### 4.2 – Library as a Learning Resource

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

| Name of the ILMS software | Nature of automation (fully or partially) | Version | Year of automation |
|---------------------------|---|---------|--------------------|
| E Library Solution        | Fully                                     | 2.0     | 2016               |

##### 4.2.2 – Library Services

| Library Service Type      | Existing |       | Newly Added |        | Total |        |
|---------------------------|----------|-------|-------------|--------|-------|--------|
|                           |          |       |             |        |       |        |
| Text Books                | 997      | 34172 | 11338       | 200000 | 12335 | 234172 |
| Reference Books           | 0        | 0     | 30          | 50124  | 30    | 50124  |
| Library Automation        | 1        | 25000 | Nil         | Nil    | 1     | 25000  |
| <a href="#">View File</a> |          |       |             |        |       |        |

##### 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                                   | Nil                         |
| 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 | 25              | 1            | 0        | 1                | 0                | 4      | 6           | 200                             | 0      |
| Added    | 0               | 0            | 0        | 0                | 0                | 0      | 0           | 0                               | 0      |
| Total    | 25              | 1            | 0        | 1                | 0                | 4      | 6           | 200                             | 0      |

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

|                |
|----------------|
| 200 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 |
|--|--|--|--|
| 321871                                 | 321871   | 284113                                 | 284113   |

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)

The institution is run with sufficient physical facilities such as, Classrooms, Library, Computer lab etc. which are made available for the students. The college is well equipped with high quality infrastructure, which include a central library, canteen, computer lab, and well-maintained classrooms. The staff council, IQAC and governing council discuss issues pertaining to infrastructure facilities and take necessary measures. Aids from central and state governments, the UGC, Management and Parent Teachers associations are utilised to acquire and maintain the facilities. The classrooms boards and furniture facilities are utilized regularly by the students but sometime it is also made available for the other governmental and the nongovernmental organizations for conducting the exams like scholarships etc. if not in use for the said period. A decentralised process with the manager as the head and the principal as the nodal point is adopted. Colleges always strive to maintain the infrastructure and to add more to the existing. The annual maintenance is done to the computers and printers too. Every year college puts utmost importance to buy new equipment for labs and for physical education departments utilising different funds available. Laptops and projectors are utilised optimally for academic purpose and enrichment. The principal conducts checks on the facilities, ensuring that they function properly. Repairs are undertaken when necessary. The non-teaching staff assists in proper maintenance of the system.

[https://cascollege.ac.in/crm/public/uploads/iqar\\_report\\_image/OvZZEo8ONizIRf2oUwVEuOqKcEQL3u.pdf](https://cascollege.ac.in/crm/public/uploads/iqar_report_image/OvZZEo8ONizIRf2oUwVEuOqKcEQL3u.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   | SAF                       | 5                  | 1500             |
| Financial Support from Other Sources |                           |                    |                  |
| a) National                          | E grants and Scholarships | 548                | 1165000          |
| b) International                     | 0                         | 0                  | 0                |

[View File](#)

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 implementation | Number of students enrolled | Agencies involved |
|---|------------------------|-----------------------------|-------------------|
| nil                                       | Nil                    | 0                           | 0                 |

No file uploaded.

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 |
|---------------------------|-----------------------------------|--|--|--|---------------------------|
| Nil                       | NET Coaching by dept. of Commerce | 15   | 2  | 0  | 0                         |
| <a href="#">View File</a> |                                   |  |  |  |                           |

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 |
|---------------------------|--------------------------------|---|
| 0                         | 0                              | 0   |

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                           | 0                               | 0                         | nil                           | 0                               | 0                         |
| No file uploaded.             |                                 |                           |                               |                                 |                           |

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 |
|------|--|--------------------------|---------------------------|--|-------------------------------|
| 2018 | 8  | Bsc                      | Mathematics               | Payyanur College, PRNSS College Mattanur, Govt. College Kasaragode, St. Aloysius College, Mangalore, Mary Matha Arts and Science College, Mananthavadi, Bharathiyar University | Msc. Mathematics, MBA         |
| 2018 | 11   | BA                       | Malayalam                 | Govt.  | MA Malayalam                  |

|      |    |      |          |   |                 |
|------|----|------|----------|---|-----------------|
|      |    |      |          | Brennen College, Thalassery, SSUS Regional centre Payyanur, Dr. P>K Rajan Memorial Campus Nileswar, SSUS Kalady, School of Journalism, Kannur, School of Physical Education Mangattuparamba | am, M. PED, MCJ |
| 2018 | 9  | BA   | History  | Govt. Brennen College, SSSUS Regional centre, Payyanur, Kannur University Mangattuparamba, CAS College Madayi, Nehru Arts and Science College, Kanhangadu                                   | MA History      |
| 2018 | 12 | BA   | English  | Payyanur College, Govt. Brennen College, KMM Govt. Women's College, Nehru Arts and Science College, Kanhangadu, SN college, Kannur  | MA English      |
| 2018 | 20 | Bcom | Commerce | CAS College, Madayi, SN College Kannur, NAS College, Kanhangad,   | Mcom, MBA       |

|                           |    |     |                    |   |     |
|---------------------------|----|-----|--------------------|---|-----|
|                           |    |     |                    | Govt. Brennen College, Sir Syed College, Thaliparamba. University Campus Palayad                      |     |
| 2018                      | 25 | BBA | Management Studies | University Campus Palayad, St. Pius Rajapuram, CUSAT, Calicut University Campus, Mangalore University | MBA |
| <a href="#">View File</a> |    |     |                    |   |     |

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                       | 2                                       |
| <a href="#">View File</a> |   |

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

| Activity                  | Level            | Number of Participants |
|---------------------------|------------------|------------------------|
| Kho-Kho Women             | Inter Collegiate | 80                     |
| Annual Athletic meet      | College Level    | 680                    |
| Foot ball Men             | College Level    | 60                     |
| Cricket - Men             | College Level    | 72                     |
| Chess Men Women           | College Level    | 20                     |
| Tug of War                | College Level    | 96                     |
| Kho-Kho Men               | Inter Collegiate | 120                    |
| Tug of War                | District Level   | 150                    |
| Fine Arts Day             | College Level    | 500                    |
| College Day               | College Day      | 550                    |
| <a href="#">View File</a> |                  |                        |

### 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 |
|------|-------------------------|------------------------|-----------------------------|-------------------------------|-------------------|---------------------|
| Nil  | nil                     | Nil                    | Nil                         | Nil                           | nil               | nil                 |

No file uploaded.

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Students are the cornerstone of any educational institution. Therefore, college unions also have a vital role to play in facilitating the opportunity to be a part of co-curricular and extra-curricular activities which would inculcate leadership traits and the spirit of responsibility in students. In 2017-2018, the college union has done a remarkable work in bringing the students together in terms of participation in the field of culture, arts, sports and education in the college for the radical development of the students. The elected college union performed the needful duties, tasks and activities to fulfil the requirements undertaken by them. The College Union Executive Committee consists of the Chairperson, Vice - Chairperson (Reserved for Women), General Secretary, Two University Union Councillors, Fine Arts Secretary, Magazine Editor and the General Captain. The student union organizes arts festivals like Fine arts, College Day etc. to promote students to showcase their talents and also as a platform to hone them for further participation in Zonal kalolsavam thereby promoting and developing the artistic talents of students. Eminent people from various fields of culture, arts and sports have been able to honour with their presence as guests in the college union activities. The union organizes celebrations of local and national days to develop a spirit of patriotism among the students. Onam celebration program was held to mark the beginning of union activities. MLA Shafi Parambil formally inaugurated the college union. Various competitions like tug-of-war and arm-wrestling were held. An essay writing competition was conducted for students on the occasion of Gandhi Jayanti and Poster writing competition was conducted under the auspices of Anti-Narcotics Committee and the College Union. Archana represented Madayi College in the Essay Competition held at Central University of Kerala, Periya and bagged the third position. On valentine's Day, Wall Writing competition was held which intrigued the students. Holi, the festival of Colors, was celebrated with great enthusiasm which remains a colourful memory. Christmas celebration commenced with Christmas Crib making competition followed by carol singing which concluded with the cake cutting ceremony. The Union Undertakes programs like Literary Fest ,music fest, social and cultural activities and conduct programs to train the students about duties and rights of students as citizens. Eye check up camp was organized as a continuation of union activities. Apart from the general public, the camp had benefitted the students, teachers and non-teaching staff of the college. The Union prepares and publishes the college magazine annually showcasing the literary talents of the students. Madayi College had a good participation in the University Arts Festival with around 56 students participating in 46 events including group events. Popular film actor Vishakh Nair who enthralled the students with his movie Anandam inaugurated the fine arts. Fine Arts Day was inaugurated by famous album Mappilapaattu singer Tajuddin Vadakara with film director Moiteen Thazhath as the chief guest and ahead of the university arts festival a week-long off-stage competitions were held. Union conducts sports and games competitions to develop a spirit of sportsmanship among students. Union Sports Day was inaugurated by Principal Dr.N Padmanaban. Seven competition events were included in the male and female categories. The football and cricket held as part of the sports day stood out due to the participation of the students. Under women's category, Adhya was selected for Kannur university team and got to participate in the inter-university championship held in Chennai which was a prestigious and proud moment for the college. College union conducted various other programs such as exhibitions, quiz, arm wrestling and traditional pothichor distribution as a part of the inauguration of the association.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Nil

## **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)

The institution practises democratic, inclusive and participative management system. It has created the spirit of job satisfaction, freedom of work, collective responsibility, self and mutual respect thereby enhancing the scope for the growth of the institution. The institution follows decentralisation in all domains of governance and promotes participative management by involving various academic and administrative committees, cells and bodies in planning and executing all activities in the campus. This mechanism ensures proper delegation of authority in all the hierarchical stages. The Management Committee, The Principal, IQAC, PTA and subcommittees actively involve in the decision making process. The Principal nominates members to various cells and committees from the staff ensuring functional autonomy and inclusiveness. This participative system is receptive to constructive criticism and involves all stakeholders in policy making and execution of various projects. The principle of division of labour through decentralization is applied at different domains for the effectiveness and completeness of administration by formulating various committees, cells or bodies. The following committees are functioning in the college for the implementation of different acts and roles under the strategic planning. • College Management committee • PTA • IQAC • Staff Club • Academic Council • Examination Cell with a Chief superintendent of examinations • Discipline Committee • Anti - ragging cell and Anti - ragging squad • Student's Grievances Committee • Fine Arts Samithi • Admission Committee with an Appointed Nodal Officer • Women Development Cell (WDC) • Scholarship Cell • Campus placement cell. Student representatives of the College Union are elected annually. A Returning Officer is appointed by the Principal who controls and executes all electoral processes related to the Union Election. Further, different student support programmes work parallelly, ensuring the college could deliver peaceful and co-existing culture in the college. Students actively contribute to the regular activities of the college. The faculty members and students are assigned the responsibility of several forums and clubs through which they coordinate the activities. These forums and clubs include NSS, ASAP, NCC, Career guidance cell, various Clubs, and the Student's union . There is a staff club in the college which is an informal body which functions as a unifying factor among the members of the staff which organises various social, cultural and welfare activities to cherish the bond between the staff members of the college. The college has thus evolved a system which enables the students to become competent and committed professionals to take up lead roles for the generations to come and also constantly engages the teaching as well as non-teaching staff to actively hone their skills and fortify

themselves.

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  |
|---------------------------|--|
| Research and Development  | <p>The college always strives to excel by incorporating more of learning and up skilling initiatives. There is a regular attempt to encourage research aptitude among teachers and students. A good number of teachers have PhD Degree or else they are pursuing research. The institution promotes paper publication and presentation of both the teachers and students. Most of the faculty have their publications in UGC recognized journals. The college promotes research oriented development by inspiring teaching faculty as well as the students through encouraging inquisitive learning.</p>   |
| Curriculum Development    | <p>The institution is committed to impart quality and value in higher education to achieve academic excellence through continual improvement of its scholastic ability. Being an affiliated college, we implement the curriculum prepared by Kannur University and through being the board of studies members, teachers from our college contribute our suggestions towards the development and betterment of the curriculum. Our motive is to ensure the national and international competitiveness and professional upliftment of the Institution with responsible imparting of quality education, skill development programmes and other services. We focus on Academics with emphasis on Innovations like the Green initiatives and Community Service.</p> |
| Human Resource Management | <p>The human resource of the college consists of the teaching as well as the non-teaching staff along with the students. The Teachers are managed as per the code of conduct prescribed by the University well as the orders issued from time to time by the state government and the university, and the non-teaching staff by the rules of the college. We value our students as the most important stakeholder and will do</p>  |

|   |  |
|---|--|
|   | <p>everything possible for their upliftment.</p>   |
| <p>Library, ICT and Physical Infrastructure / Instrumentation</p> | <p>Our campus is located in a scenic table-top landscape of Madayipara. The institution encompasses classrooms, Department staff rooms, general library, department libraries, computer lab, Principal's office, administrative office, Smart rooms, girls' room, co-operative store, canteen, open stage security rooms etc. The college has put consistent and sincere efforts to improve its existing infrastructure as per the need of the hour. College website makes essential information available. The general library encompasses a good number of books and journals. The library is partially automated.</p>   |
| <p>Teaching and Learning</p>                                      | <p>The key element of any educational institution is its teaching and learning process which requires proper planning and execution. We have a continuous monitoring system by assigning tutors to individual batches. We assure timely completion of the syllabus. We conduct the internal examinations within the time provided by the semester system. We have incorporated many government initiatives like, Walk With a Scholar for advanced learning, Scholar Support Program for slow learners and ASAP for improving communication and IT skills. Various strategies for guided and specific learning are employed according to the learning potent of the students.</p> |
| <p>Industry Interaction / Collaboration</p>                       | <p>An ongoing interaction between the Industry and Institution is an essential one to provide a platform for both the students as well as the faculty members to be aware of industrial expectations from the graduates. To explore and identify avenues of interaction with industry. The Department of BBA and BCom organized an industrial visit to various industries. Such collaborations assist the Training and ensures practical exposure for students about industry demands and trends.</p>  |
| <p>Examination and Evaluation</p>                                 | <p>Evaluation process in the higher education system is to gauge the knowledge and skills acquired at various levels of the programmes. Our</p>  |

|                       |  |
|-----------------------|--|
|                       | <p>college has instituted a wide range of evaluation processes. The Internal examination coordinator is to take care of the Internal assessments. The faculty in charge of each subject announces the topics for assignment along with deadlines for submissions. The college in accordance with the university norms conducts seminars and viva. In each semester, the college conducts a centralized model exam. The mechanism is run by Internal examination committee.</p> |
| Admission of Students | <p>The Centralized Admission Process is followed in the single window manner in observance with the University regulations. The Admission Committee is responsible for the admission procedures for graduate and postgraduate courses. The committee with the leadership of a nodal officer appointed by the Principal ensures fair and smooth admission process in the college.</p>   |

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

| E-governance area             | Details   |
|-------------------------------|---|
| Planning and Development      | <p>The Vision and Mission Statement is uploaded on the institutional website.</p> <ul style="list-style-type: none"> <li>• Further development strategies are uploaded on the website which includes major policies undertaken.</li> </ul>  |
| Administration                | <p>The administrative work is now partially computerised</p>  |
| Student Admission and Support | <p>University's single window online admission procedure is strictly followed. It is done through the university online platform. The Admission Committee is responsible for admission procedures of the graduate and postgraduate students. E-.grants scheme and several such scholarships are available for students. Department level Endowments are also given to the best performing students.</p> |
| Examination                   | <p>Registration of exams are done through university online platform. Marks submission are also done through online portal of the university. Teachers details are entered in university examination portal for participating in the valuation processes.</p>   |

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/<br>workshop attended<br>for which financial<br>support provided | Name of the<br>professional body for<br>which membership<br>fee is provided | Amount of support |
|-------------------|-----------------|---|---|-------------------|
| Nil               | nil             | nil   | nil   | 0                 |
| 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<br>professional<br>development<br>programme<br>organised for<br>teaching staff | Title of the<br>administrative<br>training<br>programme<br>organised for<br>non-teaching<br>staff | From date | To Date | Number of<br>participants<br>(Teaching<br>staff) | Number of<br>participants<br>(non-teaching<br>staff) |
|-------------------|---|---|-----------|---------|--|--|
| Nil               | nil   | nil   | Nil       | Nil     | Nil  | Nil  |
| 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<br>professional<br>development<br>programme | Number of teachers<br>who attended | From Date  | To date    | Duration |
|--|------------------------------------|------------|------------|----------|
| Orientation<br>Course                                    | 1                                  | 28/06/2017 | 25/07/2017 | 18       |
| <a href="#">View File</a>                                |                                    |            |            |          |

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

| Teaching  |           | Non-teaching |           |
|-----------|-----------|--------------|-----------|
| Permanent | Full Time | Permanent    | Full Time |
| 0         | 15        | 0            | 0         |

6.3.5 – Welfare schemes for

| Teaching   | Non-teaching   | Students   |
|--|--|--|
| Maternity Leave,<br>Paternity leave, canteen,<br>Gymnasium<br>Maternity Leave,<br>Paternity leave, canteen,<br>Gymnasium | Maternity Leave,<br>Paternity leave, canteen,<br>Gymnasium | Student Store, Girls<br>room, canteen, photostat |

**6.4 – Financial Management and Resource Mobilization**

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

CAS college, Madayi conduct financial audits regularly. Various government agencies like Account General's office and Office of the Deputy Director of Collegiate Education Kozhikode periodically conduct audits of the funds received from various government sources such as UGC and state government. The financial details of PTA are regularly audited by the external auditors. The auditors appointed by the management regularly conduct audit of the funds

sanctioned by the management. The accounts of clubs and committees are subjected to internal auditing. All these regular audits result in a transparent utilisation of funds received by the institution from various sources.

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   | 40000                         | Kho-Kho Court levelling |
| No file uploaded.  |                               |                         |

6.4.3 – Total corpus fund generated

|       |
|-------|
| 40000 |
|-------|

## 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       | Null      | Yes      | IQAC/internal Audit Committee |
| Administrative | Yes      | DD Office | Yes      | IQAC/internal Audit Committee |

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

|   |
|---|
| 1. Plumbing and Electrical maintenance Work 2. Water tank and Pipe fittings maintenance 3. Computer, Internet, Printer maintenance 4. Honoring Students |
|---|

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

|  |
|--|
| 1. Training on file management 2. Rotation of jobs |
|--|

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

|  |
|--|
| 1. Improvement of Toilet facilities 2. Student Store 3. Extension of canteen |
|--|

6.5.5 – Internal Quality Assurance System Details

|  |    |
|--|----|
| a) Submission of Data for AISHE portal | No |
| 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 |
|---------------------------|--------------------------------------|-------------------------|---------------|-------------|------------------------|
| 2017                      | Academic and Administrative Planning | 12/07/2017              | 05/09/2017    | 05/09/2017  | 36                     |
| <a href="#">View File</a> |                                      |                         |               |             |                        |

## 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 |
| Nil                    | Nil         | Nil       | 0                      | 0    |

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 |
| 60  |

7.1.3 – Differently abled (Divyangjan) friendliness

| Item facilities         | Yes/No | Number of beneficiaries |
|-------------------------|--------|-------------------------|
| Ramp/Rails              | Yes    | 3                       |
| Scribes for examination | Yes    | 4                       |

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 |
|-------------------|--|--|------|----------|--------------------|------------------|--|
| Nil               | 1  | 1  | Nil  | 360      | Veettaka Vayana    | nil              | 85   |
| No file uploaded. |  |  |      |          |                    |                  |  |

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

| Title | Date of publication | Follow up(max 100 words) |
|-------|---------------------|--------------------------|
| Nil   | Nil                 | nil                      |

7.1.6 – Activities conducted for promotion of universal Values and Ethics

| Activity                   | Duration From | Duration To | Number of participants |
|----------------------------|---------------|-------------|------------------------|
| Khadi Promotion activities | 07/06/2017    | 14/03/2018  | 580                    |
| <a href="#">View File</a>  |               |             |                        |

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

|   |
|---|
| Observance of Environment Day           |
| Planting sapling                        |
| Installed Bottle both                   |
| Plastic Free Campus                     |
| Installed Insinator for disposing waste |
| Environmental Awareness campaign        |
| Functioning of Bhoomithra Sena          |

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

**Best Practice 1** Use of Solar Energy as a renewable Energy Source: Use of Solar Energy as a source of Renewable Energy. The institution is using Solar energy as an alternative for electric power. About 60 of the power requirements of the institution is met by this source. The main advantage of using it is its multiple usage value. Majority of the power required for office and other administrative work were met from this source. Low electricity bill and diverse application is the most attractive factor of Solar energy. Further, the climate and the domicile of the institution favours towards the most effective use of the system with lower maintenance cost

**Best Practice 2.** No plastic No waste Campaign The institution is situated in a place which is blessed with natural scenic beauty. The stake holders are taking utmost care in protecting the eco-friendliness of the campus. 'Madayi para' is the ecosystem for various Flora and fauna. Considering the environmental importance, proper awareness programmes were conducted to students of the college, and the neighbouring community. An insinuator is setup to dispose the bio- degradable waste. In addition, bottle booth is arranged in the campus for collecting the plastic bottles. We also advocate use of paper or cloth bags. "Bhoomithra sena" is functioning in the campus under the charge of Malayalam department and one faculty is in charge of the same. NSS volunteers and NCC cadets were regularly cleaning the campus and its surroundings.

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

[https://cascollege.ac.in/crm/public/uploads/igar\\_bestpractices\\_image/TF5JJAvnP7rSDHTM6WVo0mb25DTcGt.pdf](https://cascollege.ac.in/crm/public/uploads/igar_bestpractices_image/TF5JJAvnP7rSDHTM6WVo0mb25DTcGt.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

Madayi Co-operative Arts and Science College has been playing a very significant role in transforming the social fabric of the Madayi area. The Vision of the institution is 'Educate to Empower' and this is precisely what the college is doing to the many underprivileged. Madayi and its surrounding hamlets are inhabited by socially and economically back ward communities. Fisher men, unskilled labourers and small farmers represents the major population. Accessing to higher education opportunity is a blessing for such class of people. The college provides the opportunity for many to pursue higher education. Since its inception the college has given opportunities to the children of such unprivileged. The college which is situated in a rural area is undoubtedly a boon to many poor students who wish to pursue higher education. Apart from this, the institution organised many programmes having society and industry linkages. NSS and NCC units of the college has organised many programmes which are benefited to the neighbourhood. During the year, NSS units of the college organised many programmes such as medical camp and blood donation camp in collaboration with nearby hospitals. Further, NCC unit of the college is also arranged many social welfare activities for the surrounding community. Department of Malayalam started a Programme "VEETTAKA VAYANA "for inculcating and promoting reading habits among the inmates of the surrounding area. In addition, during rainy season students of the college provides awareness classes to the nearby colony inmates on infectious diseases. In order to inculcate the habit of agriculture and farming habits among the students the institution arranged a programme 'njaru nadal' in the nearby paddy field. Students and teachers were actively participated in the programme. Every year the students and teachers of Department of History and Malayalam is visiting

'Madayi Kavvu', the nearby temple to watch a traditional form of art ie, 'Maritheyyam' which is relating to the tradition of a particular community.

Provide the weblink of the institution

[https://cascollege.ac.in/crm/public/uploads/igar\\_bestpractices\\_image/fDVDFSMOYm7dgDc2vJSTwVUEABs9T.pdf](https://cascollege.ac.in/crm/public/uploads/igar_bestpractices_image/fDVDFSMOYm7dgDc2vJSTwVUEABs9T.pdf)

### **8.Future Plans of Actions for Next Academic Year**

1. Start more Value added, certificate and diploma courses 2. Provide more infrastructural facilities 3. Provide more infrastructure and welfare measurers 4. Conduct more Academic-industry linkage activities 5. Conduct seminars and workshops 6. Publish department magazines 7. Promote more Research activities.8. Organise more collaborative activities.