Yearly Status Report - 2018-2019

<table>
<tr><td colspan="2" align="center">Part A</td></tr>
<tr><td colspan="2">Data of the Institution</td></tr>
<tr><td>1. Name of the Institution</td><td>CO-OPERATIVE ARTS AND SCIENCE COLLEGE, MADAYI</td></tr>
<tr><td>Name of the head of the Institution</td><td>Dr. N. Padmanabhan</td></tr>
<tr><td>Designation</td><td>Principal</td></tr>
<tr><td>Does the Institution function from own campus</td><td>Yes</td></tr>
<tr><td>Phone no/Alternate Phone no.</td><td>04972870550</td></tr>
<tr><td>Mobile no.</td><td>7510641266</td></tr>
<tr><td>Registered Email</td><td>cascolg@gmail.com</td></tr>
<tr><td>Alternate Email</td><td>premkumar41266@gmail.com</td></tr>
<tr><td>Address</td><td>Co-operative Arts and Science College, Madayi (P O) Payangadi (RS),</td></tr>
<tr><td>City/Town</td><td>Payangadi</td></tr>
<tr><td>State/UT</td><td>Kerala</td></tr>
<tr><td>Pincode</td><td>670358</td></tr>
</table>

2. Institutional Status

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.	**04972870550**
Mobile no.	**7510641266**
Registered Email	**cascolg@gmail.com**
Alternate Email	**premkumar41266@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://cascollege.ac.in/crm/public/uploads/iqar_aqar_image/Fm7HqovISwIAMoi5IvjJ6VhKA9tPcD.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://cascollege.ac.in/crm/public/academic_calender/MRJjnM9mRi3YBM2kRs5K2raeBvPL8x.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.36**	**2016**	**05-Nov-2016**	**04-Nov-2021**

6. Date of Establishment of IQAC	**18-Jul-2012**

7. Internal Quality Assurance System

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		
Regular meeting of IQAC	20-Jun-2018 4	12

L::asset('/'),'public/').'/public/index.php/admin/get_file?file_path='.encrypt('Postacc/Special_Status/'.$instdata->upload_special_status)}}

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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
Co-operative Arts and Science College, Madayi	NCC	State Government	2019 365	208860

[View Uploaded File]

9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	[View Link]
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 Uploaded 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)

1. IQAC formed different committees to look after the academic and non academic affairs of the college 2. Feed back from various stake holders were collected relating to the teachinglearning process 3. Celebrated various days such as Environmental Day, Republic Day, Readers week etc. 4. Various extension activities were conducted in the college under the auspicious of IQAC 5.Took initiative for the maintenance work of the physical facilities of the college. 6. Monitor the examination system 7. Monitor the Seminars /Workshops organized by different departments.

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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	Achivements/Outcomes
Organise National seminar	Organised national Seminar in association wit Dept. of Malayalam Bharatheeya Rangavethi Sidhandhavum Prayopgavum
Organise Seminar in Association with Dept. of History	OrganOrganised Seminar on Sabalterm Studies , Structure and Practice
Conduct Valsan K Varghese Lecture	Organised Valsan K varghese lecture
Celebration of Environment day	Celebrated Environment day and planted saplings
Visit to HOPE	Visited Hope , a Charitable institution
Maintainance work of physical infrastructure of the institution	Maintainance work of the campus done
Appointment of permenant teachers in Dept. of Mathematics	Appointed two permenant faculties in the department of Mathematics.
International Yoga day Celebration	Celebrated international Yoga day in association with NCC and NSS
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14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
IQAC	06-Nov-2019

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:	**Yes**
Year of Submission	2019
Date of Submission	29-Mar-2019
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	Partial

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 employ ability/entreprene urship	Skill Development
nil	Diploma in Practical Accounting Goods and Services Tax Practitioner (9DGSTP)	12/09/2018	180	Employabil ity	yes

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	nil	Nill
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
Nill	nil	Nill

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year		
	Certificate	Diploma Course
Number of Students	0	43

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	Nill	0
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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	History	28
BA	Malayalam	28
BA	English	40
BSc	Mathematics	28
BCom	C-operation	27
BBA	General	47
MCom	Finance	16
MA	History	16
[View Uploaded File](#)		

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 implenation 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 0f 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 thee 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	History	42	168	42
BA	English	29	160	29
BA	Malayalam	29	142	29
BSc	Mathematics	29	124	29
BCom	Co-operation	29	182	29
BBA	General	48	182	48
MA	History	16	64	16
MCom	Finance	18	72	18
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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	587	60	21	0	19

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	Numberof 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
587	38	1:15

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	2	7

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
Nill	Nill	Nill	nil
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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	HIS	6th	13/03/2019	30/04/2019
BA	English	6th	13/03/2019	30/04/2019
BA	Malayalam	6th	13/03/2019	30/04/2019
BSc	MAT	6th	13/03/2019	30/04/2019
BCom	COM	6th	13/03/2019	30/04/2019
BBA	BBAR	6th	13/03/2019	30/04/2019
MCom	FINANCE	4TH	13/03/2019	30/04/2019
MA	HISTORY	4TH	13/03/2019	30/04/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

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 calender is prepared by the calender 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/iqar_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
HIS	BA	History	37	18	45
MAL	BA	Malayalam	26	14	53.85
ENG	BA	English	32	20	62.5

MAT	BSc	Mathematics	26	16	61.54
COM	BCom	Co-operation	34	28	82.35
MGT	BBA	General	40	29	72.5
Nill	MA	History	15	15	100
Nill	MCom	Finance	12	10	83.33

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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)

[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
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
nil	nil	

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	Nill	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
0	nil	nil	nil	nil	Nill

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)
National	Malayalam	3	0
National	Hindi	1	0
International	Commerce	2	0
International	History	3	0
National	History	3	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
Malayalam	2

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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
nil	nil	nil	Nill	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
0	nil	nil	Nill	0	0	0

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	4	18	1	4
Presented papers	4	7	0	0
Resource persons	0	3	1	0

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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

Environment Day/ Tree Plantation	32 Kerala Battalion NCC, Payyanur	1	70
International Yoga day	Art of Living Centre, Cherukunnu	1	68
International Day against Drug abuse	NCC	1	65
kargil Vijay Diwas Documentary Exhibition	NCC	1	72
Kerala flood 2018- Flood relief at Ambayathodu	Ncc Unit NAS College, Kanhangad	1	65
Helping hand for construction of hose for poor family to assist HOPE	HOPE Charitable trust	1	100

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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
Thal Sainik Camp	Gold Medal For Obstacle Race	DGNCC	1

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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 activites	Number of students participated in such activites
nil	nil	nil	0	0

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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
nil	0	nil	0

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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

nil	nil	nil	Nill	Nill	0

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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
Kerala State Utronix Ltd	23/02/2017	For conducting Diploma Course	43

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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
259000	259000

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
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Classrooms with LCD facilities	Newly Added
Classrooms with Wi-Fi OR LAN	Newly Added

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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 patially)	Version	Year of automation
E- library Solutions	Fully	2.0	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	12335	234172	1091	80000	13426	314172
Reference Books	30	50124	6	4335	36	54459
Library Automation	1	25000	0	0	1	25000

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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	Nill

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	1	1	0	4	6	130	0
Added	4	0	0	0	0	0	0	30	0
Total	29	1	1	1	0	4	6	160	0

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

160 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	Nill

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 incurredon maintenance of physical facilites
339000	339000	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 class rooms. 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_fac_image/FwHmvpvyYJ9ZWlRhcO0UdsGj5OQEs4.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	589	392000
b)International	Nil	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 implemetation	Number of students enrolled	Agencies involved
nil	Nill	0	nil
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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 passedin the comp. exam	Number of studentsp placed
2018	nil	0	0	0	0
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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
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed

Nil	0	0	Nill	0	0

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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	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	11	BA History	Dept. of History	KANNUR UNIVERSITYMANGATTUPARAMBA,Co-operative Arts and Science College, Madayi ,NEHRU ARTS AND SCIENCE COLLEGE,KANHANGADU, Calicut University	MA History
2019	8	BA English	Dept. of English	PAYYANNUR COLLEGE,BRENNEN COLLEGE, THALASSERY,KMM GOVT WOMEN'S COLLEGE,Kerala University,Crescent BEd College, Don Bosco College	MA English
2019	9	BA Malayalam	Dept. of Malayalam	BRENNEN COLLEGE,SSUS REGIONAL CENTRE PAYYANNUR,DR.PK RAJAN MEMORIAL CAMPUS NILESHWAR,SSUS KALADY,SCHOOL OF JOURNALISM,KANNUR,SCHOOL OF PHYSICAL EDUCATION MANGATTUPARAMBAMALAYALAM UNIVERSITY,KKTM GOVT. COLLEGE, PULLOOT	MA Malayalam

2019	9	Bsc Mathematics	Dept. of Mathematics	Payyanur College, PRNSS College, Mattanur,St. Aloysius College, Mangalore,Mary Matha Arts 7 Science College, Mananthavadi, Govt. College, Kasargode, Bharathiar University, Aditya Kiran College, Kuttur	Msc Mathematics
2019	11	Bcom	Dept. of Commerce	SN COLLEGE ,KANNUR.CO-OPERATIVE ARTS AND SCIENCE COLLEGE, MADAYI, KANNUR UNIVERSITY PALAYAD CAMPUS, CENTRAL UNIVERSITY,PONDICHERRY UNIVERSITY, CMA INSTITUTES	Mcom
2019	22	BBA	Dept. of Management Studies	PALAYAD UNIVERSITY CAMPUS,ST,PIUS RAJAPURAM, CUSAT,CALCUT UNIVERSITY CAMPUS, MANGALORE UNIVERSITY, Kannur University	MBA

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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	0
SET	3

	No file uploaded.	

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

Activity	Level	Number of Participants
Tug of war	District Level	150
Football Men	College Level	48
Cricket Men	College Level	66
Kho-Kho Men	College level	60
Kho-Kho wmoen	College Level	60
Chess Men and Women	College Level	25
Athletics Men and Women	College Level	520
Onam Celebration	College Level	530
Fine arts Day	College Level	420

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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
2018	Gold Medal in the All India inter University Tug of War	National	1	Nill	7480	Archana P.V
2019	Bronze medal in National Junior Atya Patya Championship	National	1	Nill	7908	Sayuj Sudhan
2019	Fourth place in All India Inter University Tug of War Championship	National	1	Nill	7813&7562	Saranya K and Renju P A

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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)

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 Councilors, 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. Various competitions like tug-of-war and arm-wrestling were held. 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.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 catogory, 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 :

0

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 precises 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

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	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.
Curriculum Development	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.
Teaching and Learning	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.
Human Resource Management	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 everything possible for their upliftment.

Library, ICT and Physical Infrastructure / Instrumentation	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.
Industry Interaction / Collaboration	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.
Admission of Students	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.

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

E-governace area	Details
Planning and Development	The Vision and Mission Statement is uploaded on the institutional website. • Further development strategies are uploaded on the website
Administration	The administrative work is now partially computerised
Finance and Accounts	Partial
Student Admission and Support	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.
Examination	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.

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
Nill	nil	nil	nil	0

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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)
Nill	nil	nil	Nill	Nill	Nill	Nill

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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
Refresher Course	2	31/12/2018	19/01/2019	20
Short term Course	2	20/03/2019	26/03/2019	7
Refresher Course	1	24/07/2018	13/08/2018	21
Refresher Course	1	06/03/2019	26/03/2019	20

NCC Pre-commission Course	1	14/01/2019	13/04/2019	90

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
2	16	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Maternity Leave, Paternity leave, canteen, Gymnasium	Maternity Leave, Paternity leave, canteen, Gymnasium	Student Store, Girls 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
Nil	0	nil

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6.4.3 – Total corpus fund generated

00

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	Nill	Yes	Internal Audit Committee
Administrative	Yes	DD Office	Yes	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 Student

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

Canteen facility, maternity Leave, other welfare facilities

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

1. Improvement of Toilet facilities 2. Student Store 3. Extension of canteen, play ground

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
Nill	Academic and Administrative Planning	13/06/2018	13/06/2018	31/03/2019	12
Nill	Collection of Feedback from different stake holders	23/03/2019	23/03/2019	31/03/2019	215
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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
nil	Nill	Nill	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	2
Scribes for examination	Yes	4
Physical facilities	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of	Number of	Date	Duration	Name of	Issues	Number of

Year	initiatives to address locational advantages and disadvantages	initiatives taken to engage with and contribute to local community			initiative	addressed	participating students and staff
2018	1	Nill	Nill	360	Veettaka Vayana	nil	80
2018	Nill	1	Nill	1	support for paddy cultivation	nil	34

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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)
Nil	Nill	Nil

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Khadi wearing by Teaching Non teaching Staff members every Wednesday	06/06/2018	27/03/2019	42

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

1. Environment Day Celebration 2. Planting saplings 3.Activities to make the campus plastic free 4. Use of renewable energy source 5. Bottle booth

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1Use 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 Practice2. 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.

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

8.Future Plans of Actions for Next Academic Year

1. Improve the academic and physical facilities 2. Start Value added, certificate and diploma courses by various departments of the college 3. Provide more infrastructural facilities 4. Provide more welfare measurers to teaching and non- teaching staff members 5. Conduct more Academic-industry linkage activities 6. Conduct conferences, seminars and workshops 7. Publish department magazines 8. Promote more Research activities.9. Organise more collaborative Programmes.