



SELF STUDY REPORT

FOR

2nd CYCLE OF ACCREDITATION

**CO-OPERATIVE ARTS AND SCIENCE COLLEGE,
MADAYI**

**CO-OPERATIVE ARTS AND SCIENCE COLLEGE, MADAYI (PO) PAYANGADI
(RS) KANNUR(DIST) KERALA**

670358

www.cascollege.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Co-operative Arts and Science College, Madayi, located in the northern district of Kannur, was established in 1982 by a group of young entrepreneurs from Payyanur. Operated under the Payyanur Co-operative Educational Society, the college aims to promote education among the less privileged. The management includes a Director Board and an elected president who serves as the manager. Currently, Shri. M K Raghavan, Member of Parliament of Calicut, is the manager and founder president of the society.

This Government-aided institution is the only regular Arts and Science College in Kerala under the co-operative sector. Initially, it offered humanities and commerce groups for Pre-Degree courses, affiliated with Calicut University, and later with Kannur University since 1996. In 1991-92, it was upgraded to a degree college and now offers six-degree courses and two Post Graduate courses.

The college currently enrolls 788 students and employs 34 full-time teachers (26 permanent and 8 temporary) along with 8 administrative staff members. All teaching staff meet UGC qualifications and are participating in faculty development programmes. The curriculum emphasizes student-centric activities such as paper presentations, group discussions, and seminars.

In addition to the Kannur University curriculum, the college offers add-on courses, certificate programmes, and diploma courses. Faculty members contribute to curriculum design for affiliating and other universities by staying updated through various faculty development programmes. Smt. E.S Latha, Associate Professor of English served as a senate member of Kannur University during 2018-23 . The college is following the National Education Policy, introducing a Four-Year Undergraduate Programme (FYUGP) as per UGC and Kannur University guidelines.

The college ensures transparency in admissions and internal evaluations. It provides quality teaching and also infrastructural facilities like 22 classrooms, a seminar hall, a computer lab, and a central library. The college provides extension activities through various departments, clubs, forums, NSS, and NCC units, organizing cultural and sports events.

Located in a rural area, the college has significantly empowered marginalized communities like Harijans and Fishermen, impacting the socio-economic progress of the region over the last thirty years. The institution fosters an environment conducive to academic, intellectual, and physical pursuit. The motto of the college is inspired by the Upanishads, promoting self-discipline, confidence, a passion for learning, and independent thinking.

Vision

Vision

"Educate to Empower"

Mission

Mission

• To enable students to rise up the social ladder.
• To impart a healthy and creative outlook.
• To encourage cordiality and creativity
• To inculcate the spirit of social service.
• To empower economically.
• Creating healthy humanist outlook
• Exposing the students to the latest developments in Science and Technology, Buisness Management, Agriculture, Industry, Tours, Enviornment and Heritage conservation

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Scenic Campus

Nestled in the picturesque Madayi Hills, our expansive 25-acre campus overlooks the serene to Payangadi river, creating an ideal learning environment.

Situated in the historically significant Madayippara, our college benefits from its location in a popular tourist spot, enhancing the institution's reputation.

Attractive Student-Teacher Ratio

With a favourable student-teacher ratio of 1:20, our small college fosters strong rapport and personalised interactions between students and faculty.

Tutorial System

Our effectively implemented tutorial system provides an excellent platform for imparting values and ethics to students.

Remedial Teaching

We offer remedial teaching to support students in need, ensuring everyone has the opportunity to succeed.

Inclusive Environment

Over 85% of our student body is composed of girls. We empower them through education, significantly contributing to the socio-economic development of the community.

Student Support Services

NCC, NSS, and various clubs and forums are functioning to promote the holistic growth of our students.

Achievements

Our students have excelled in sports, games and arts at the university, district, state, and national levels.

Collaborations

Academic collaborations with other colleges, industries, the rotary club, and various agencies which provides our students with diverse and enriching opportunities.

Supportive Governing Body

Our supportive management facilitates infrastructure for both academic and non-academic activities on campus.

Scholarships and Endowments

Various scholarships and endowments are available to support our students.

Infrastructure Facilities

Our infrastructure includes a seminar hall, digitalized library, smart classrooms, Wi-Fi, gymnasium, and canteen, according to the needs of faculty and students.

Sustainable Campus Practices

We are committed to sustainability with initiatives such as solar energy utilization, efficient waste management systems, tree plantations and various eco friendly programmes.

Accessible Campus

Our campus is fully accessible to individuals with disabilities, ensuring that essential academic and other facilities are available to them.

Support of Alumni

Our strong alumni network actively supports the institution, with various departments organizing programmes in collaboration with alumni.

Parent Teacher Association (PTA)

Our vigilant PTA is actively involved in formulating decisions related to academic and other matters, ensuring the continuous improvement of our college.

Institutional Weakness

- There is minimum financial support or research funding from UGC or other government agencies for the last 10 years
- The college which comes under a co-operative society that is nonprofit and non-credit oriented has little source of mobilizing funds for developmental projects.
- Less Academic Autonomy: The regulations of the govt and university is a barrier for starting new courses.
- Affiliation system of the university imposes limited scope for flexibility in curriculum design in the college.
- Less Academic- Industry linkage
- More delay in obtaining government approval for filling vacancies
- Lack of skill courses on regular mode.
- No hostel accomodation for students.

Institutional Opportunity

- Scope for a greater number of industrial collaboration and academic tie ups with institutes of high reputation.
- The availability of land provides opportunity to expand course offerings.
- The rich historical and cultural locale offers potential for preserving local heritage and exploring new academic exposures like geography, oceanography, and eco tourism.
- The eco diversity of Madayi can be leveraged for study centres for distance education, focusing on environmental preservation.
- Initiatives promoting self-employment and eco-friendly cottage industries can benefit the local community and environment.
- The college offers resources, mentorship, and incubation support to aspiring students and entrepreneurs, fostering economic development and creating job opportunities.
- Improve placement activities.

Institutional Challenge

- The time allotted in the semester system is not ideally suited for covering the comprehensive and in-depth syllabus.
- Adherence to government policies poses regulatory challenges for implementing changes and improvements.
- The college faces difficulty in attracting students with high academic qualifications due to various academic challenges and constraints.
- Rapidly changing academic enviornment.
- Uncertainties regarding the implementation of FYUGP.
- Has to compete with well established institutes in the present scenerio.
- Drop out of students due to socio-economic issues.
- Rigidity of education system.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Co-operative Arts and Science College Madayi, affiliated with Kannur University, Kerala, follows the university-prescribed curriculum and emphasizes holistic student development through active teacher participation in curriculum design under the CBCS. The institution ensures effective curriculum planning and delivery via a well-documented process, including an academic calendar and continuous internal assessments. The IQAC prepares the academic calendar, aligning it with the university's schedule. The Time-Table Committee and Heads of Departments organize timetables and distribute faculty workloads accordingly. Each department creates an academic plan, and an annual calendar is finalized by the IQAC and the college council, including institutional rules and regulations. Teachers use a systematic format to document all curricular activities, including timetables, teaching plans, teacher profiles, and details of continuous internal evaluations. The Internal and External Examination Committee plans all CIE and university exams, ensuring their successful completion.

Periodic reviews of syllabus completion are conducted by Heads of Departments and the Principal, with the IQAC ensuring timely curriculum completion. The college's CIE system integrates internal exams, projects, seminars, and assignments. Effective use of ICT by teachers enhances curriculum delivery. Faculty members participate in the Board of Studies and Academic Council of the university. The college offers various certificate and online courses through platforms like MOOCs, SWAYAM, and NPTEL. The institution integrates gender, human values, sustainability, environment, and professional ethics into the curriculum, aligning closely with Kannur University's guidelines. Courses on professional ethics, leadership programs, community service projects, seminars on research methodology and intellectual property rights are provided.

Gender sensitization programs are conducted by IQAC in collaboration with the NCC, NSS, and the women's cell. The institution offers specialized courses, campaigns, and counseling services promote gender sensitivity. Human values are integrated through projects, discussions, and creative events. Sustainability and environmental programs are organized by NCC, NSS, and other clubs, including lectures, tree planting drives, and World Environment Day celebrations. The institution encourages research on environmental topics and has implemented waste management initiatives. The IQAC collects feedback on curriculum, CIE, and program outcomes from stakeholders.

Teaching-learning and Evaluation

Co-operative Arts and Science college, Madayi follows Centralized Allotment Process regulated by Kannur University for the admission. During the assessment period, the following details are verified:

- Average enrolment percentage: 96%
- Percentage of seats filled against seats reserved for various categories: 78
- Student - Fulltime teacher ratio: 22:1.
- Percentage of fulltime teachers against sanctioned posts: 106%
- Percentage of fulltime teachers with NET/PhD during the last five years: 83%.
- Average pass percentage of students in the assessment period: 81%.

Student centric methods, such as experiential learning, participative learning and problem solving

methodologies are used for enhancing learning experiences, which includes

- Field trips, industrial visits and Study tour
- Internships
- Hands-on skill training
- Laboratory demonstrations
- Blended learning
- Community-oriented activities
- Health campaigns

- Environmental clean-ups
- Peer learning
- Manuscript magazines
- Group discussions and reviews
- Presentations
- Translating prescribed texts
- Role play.
- Workshops, seminars, and invited talks.
- Educational fests.
- Exhibitions.
- Orientation programs.
- Competitions.
- Add-on/certificate Courses

- Quiz programs
- Student
- Participating

After covid, the academic activities of the year went in a blended mode as per the directions of the University Grants Commission, Government of Kerala and Kannur University.

Even though, the classes were engaged in offline mode, teachers used different online media like Google classroom, email, blogs, YouTube channels, WhatsApp groups etc. to share reading materials, short notes, and e-books. Online live classes and recorded audio and video classes were conducted in addition to support the students.

The college follows a well-organized and systematic continuous internal evaluation process to assess the outcomes achieved by the students thereby facilitating support, guidance, and opportunities for them to improve during a course or program.

The college has a well-defined policy for examination-related grievance redressal which is in tune with the rules of the affiliating university.

All the programs offered by the institution adopts the Program Outcomes (PO), Programme Specific Outcomes (PSO) and Course Outcomes (CO) in accordance with Kannur University guidelines.

The attainment of programme outcome is established through the performance of students in various curricular and co-curricular activities, results of the university and other entrance examinations, and the placement of

students.

The student satisfaction survey is done as per NAAC directives.

Research, Innovations and Extension

The institution secures funding from diverse governmental agencies to support research and Extension activities. A sum of Rs 21,60496 was obtained from Government agencies. Faculties published 38 research articles in UGC CARE list journals. They also published 62 books in chapters in edited volumes and presented papers in national and international conferences. The institution has created an ecosystem that not only fosters innovation and entrepreneurship but also integrates traditional Indian Knowledge Systems providing students with a holistic and culturally rich educational experience. Initiatives such as Incubation Centre, ED Club, Research Promotion Committee, sessions on Intellectual Property Rights, Internships, Seed Money Assistance, Community Engagement initiatives and various other endeavors were organized. Efforts were directed towards providing research exposure to students in innovative areas and topics through seminars and training sessions.

In tandem with academic pursuits, the institution places a strong emphasis on societal engagement. It takes on the significant responsibility of instilling commendable value systems in students. By focusing Sustainable Development Goals such as No Poverty, Zero Hunger, Good Health and Well-being, Quality Education, Gender equality and Women Empowerment, Clean Water and Sanitation, Reduced Inequalities and Initiatives, the college has orchestrated extension activities within neighboring communities. The activities aim to raise students' awareness on crucial social issues, and the interventions have made positive and meaningful contribution to the holistic development of students. The college has conducted 46 workshops and symposiums in IPR, Research Methodology and Entrepreneurship. College received 5 awards and appreciation from Government agencies for successful conducting Societal extension activities.

College has signed many MOUs and collaboration with academic institutions, industrial companies and NGOs to undertake cooperation in areas of student exchange for research and study exchange of faculties, staffs and research scholars for joint research activities organization and participation in seminars, symposia, short-term academic programs and academic meetings exchange of resources like lab, library, sports infrastructure and placement, internships and conducting certificate courses and other endeavors.

Infrastructure and Learning Resources

Infrastructure and learning resources

Campus Summary:

Our college, located on a serene six-acre campus, provides a nurturing environment for effective teaching and learning.

Educational infrastructure:

We offer six undergraduate and two postgraduate programs, complemented by extracurricular activities in sports, yoga, and socio-cultural events.

Educational Infrastructure:

? Classrooms: 26 classrooms and 2 common classrooms.

? Multipurpose Facilities: Seminar hall, multi-purpose auditorium, and outdoor stadium.

? Laboratories: A well-equipped computer lab.

? ICT and Technology: 6 ICT-enabled classrooms, 83 computers, 18 printers, 6 interactive panel boards, campus-wide Wi-Fi (300 Mbps), 9 scanners, photostat machines, and 24x7 CCTV surveillance.

? Digital Library: Contains previous question papers, e-copies of college magazines, and faculty publications.

Student Services:

? Printing and Reprographic Services: High-quality services available.

? Language Lab: Equipped for enhancing language skills.

? Communication: Major events are shared via social media.

Administrative and Support Facilities:

? Divyangjan Friendly: Ramps, disabled-friendly washrooms, wheelchair access. Dedicated IT facilities and support.

? Offices: Principal, Manager, IQAC, NCC, NSS, and counselling center.

? Additional Facilities: Canteen, cooperative store, heritage museum, recreational areas, waste management, water purification, and solar panels.

Library:

? Collection: 14,990 books, 250 reference books, 30 journals and periodicals, daily newspapers, and limited manuscripts.

? E-Resources: Access to N-LIST, NDLI, Shodhganga, DOAJ, Project Gutenberg, eGyanKosh, and e-PG Pathshala.

? Automation: Managed with Koha ILMS (Version 23.11.06.000)

Cultural and Sports Facilities:

? Auditorium: Seating capacity of 700.

? Sports: Indoor and Outdoor stadium, football court, kabaddi court, 200m track, kho-kho court, volleyball, badminton courts, table tennis, Gantry for Tug of War training, fitness center, yoga center, and weightlifting facilities.

Expenditure Breakdown:

During the assessment period, significant budget allocations were made (Excluding salary):

- Infrastructure augmentation: 21.93%
- Maintenance of infrastructure: 37.16%

Student Support and Progression

Student Support and Progression

Co-operative Arts and Science College, Madayi prioritizes student welfare through various initiatives such as scholarship support, capacity building, and efficient grievance resolution. The institution incorporates soft skills, language, life skills, and ICT programs for students skill enhancement. Key achievements include high student success rates and recognition in sports and arts. Active alumni engagement fosters the acceleration of academic and student communities. Key Highlights: Scholarships and Financial Aid:

81.31% of students benefited from scholarships, freeships, and endowments.

Various scholarships are available, including C H Muhammed Koya Scholarship, Post Metric Scholarship, Central Sectoral Scholarship, Suvarna Jubilee Scholarship, State Merit Scholarship, Student Aid Fund,

Departmental Endowments, PTA Endowments, Management Endowment, Capacity Building and Skill Enhancement Programs:

Total of 91 programmes were conducted for Soft Skills Development, Language and Communication Skills, Life Skills, and ICT/Computing Skills.

Career Guidance and Counselling: 35.12% of students benefited from various career guidance and counselling programs. The Career Guidance and Placement Cell organizes sessions for student development. Grievance Redressal:

Grievances are addressed through both offline and online modes. Committees include the Anti-Ragging Committee, Prevention of Sexual Harassment Committee, and Grievance Redressal Committee. 8 grievances were effectively resolved during the assessment period. Higher Studies and Examination Success: 41.29% of outgoing students pursued higher studies and careers. 38 students cleared competitive examinations like NET, SET, KTET. Achievements in Sports and Cultural Activities:

Students won 180 medals in sports and cultural activities at University/State/National levels. 59.6% of students participated in programs at various levels during the assessment period. Active Alumni Community: Distinguished alumni are honoured and engage with current students.

Clubs and Committees: Active NCC, NSS, and other student support clubs contribute to holistic development.

Governance, Leadership and Management

Governance, Leadership and Management

Co-operative arts and Science College Madayi managed by Payyannur Educational Co-operative Society Ltd. The day to-day affairs, formulation of policies, administrative structure, appointments, service rules, and procedures are governed by the Society.

Governing Body formulates strategic policies.

Principal executes daily operations and smooth running of the college.

College Council reviews internal matters.

IQAC focuses on quality improvement of the campus.

Committees and Cells organize academic and extracurricular activities.

Recruitment/promotions adhere to UGC, Kannur University, and Government of Kerala guidelines.

The college's academic engagements, adhering to Kannur University guidelines, embody the spirit of National Education Policy (NEP 2020)

Strategy Development and Deployment

The College has a Short Term Institutional Perspective Plan (2018- 2023), and a Long Term

Institutional Perspective Plan: Vision 2028

The deployment of the Institutional Perspective Plan is done in a decentralised manner.

Faculty Development Strategies:

Avenues for career development includes FDPs, FIPs, Workshops, Seminars/webinars, Conferences, Skill-advancement programmes, and financial support for teachers. Different statutory and non-statutory welfare schemes are available for teachers' maternity/paternity leave, PF, pension schemes, and casual/duty leaves as per government norms. Other welfare measures include free Wi-Fi, parking spaces, gymnasium and facilities.

Financial Management and Resource Mobilization

College setup various committees for streamline financial processes and decision-making includes Committee for Infrastructure Development, Purchase Committee.

Internal Quality Assurance System

The Internal Quality Assurance Cell plays a crucial role in establishing and maintaining quality assurance strategies and processes within the institution. IQAC at Co-operative Arts and Science College, Madayi is pivotal in developing policies and action plans aimed at enhancing the institution's overall quality. IQAC supports NSS, NCC, Clubs, Departments and cells for enhancing the reputation of the college.

The college ensures effective curriculum delivery and internal assessments to achieve Program Outcomes (POs), Program Specific Outcomes (PSOs), and Course Outcomes (COs). Green campus initiatives, such as waste management systems, foster a sustainable ecosystem. The institution collects feedback from various stakeholders, and action reports are made available on the college website.

Institutional Values and Best Practices

7. Institutional Values and Best Practices

Co-operative Arts and Science College, Madayi, is dedicated to gender equity and social transformation. The Internal Quality Assurance Cell (IQAC), NCC, and NSS organize *gender sensitivity programs* to foster inclusivity. Kannur University's curriculum for BA English, BA Malayalam, and BA History integrates themes of gender equity, social justice, and environmental issues. The college supports female students through a proactive Women's Cell and various committees addressing gender-related issues, such as the *Student's Grievance and Ethics Committee* and the *Girls' Students' Welfare Committee*. Policies and action plans ensure ongoing gender sensitization, and the college conducts regular *gender audits* to maintain a gender-inclusive environment.

Our College fosters an inclusive environment embracing cultural, regional, linguistic, communal, and socio-economic diversity. The college supports SC/ST communities, provides assistance for disabled students, and promotes inclusivity through various programs and policies. Initiatives include cultural festivals, language celebrations, and socio-economic support, setting a benchmark for social responsibility and equity in education.

The college conducted an energy and environment audit on campus, identifying areas for improved efficiency. Beyond campus, the college promotes environmental initiatives, including plastic and e-waste drives, tree planting, and awareness programs on sustainability, showcasing a commitment to reducing environmental impact and fostering eco-friendly practices.

Our college has successfully implemented two best practices: *Samskrithi* and *Green Campus*. *Samskrithi* aims to raise cultural awareness among students by showcasing Kerala's heritage through traditional arts like *Maritheyyam* and *Karkkidakapperuma*. This initiative has improved academic performance, creativity, and cultural pride. *Green Campus* focuses on biodiversity conservation and sustainability education. Activities include nature clubs, waste management, and campus greening initiatives. These efforts have increased student participation in sustainable practices and enhanced campus biodiversity. Both programs face challenges like engagement and resource constraints but continue to positively impact students and the environment.

Moreover the College offers holistic education with a focus on CSR and value education, high academic standards, and comprehensive facilities. The college promotes gender sensitization, environmental sustainability, and leadership development, preparing students to be ethical leaders. Programs include community service, internships, and experiential learning, supported by advanced infrastructure and a dedicated faculties.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	CO-OPERATIVE ARTS AND SCIENCE COLLEGE, MADAYI
Address	Co-operative Arts and Science College, Madayi (PO) Payangadi (RS) Kannur(DIST) Kerala
City	Payangadi
State	Kerala
Pin	670358
Website	www.cascollege.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Johny M V	0497-2870550	9745200889	0497-2876410	cascolg@gmail.com
IQAC / CIQA coordinator	Rajasree K	-	9745200889	-	iqac@cascollege.ac.in

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	

State	University name	Document
Kerala	Kannur University	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	01-06-1996	View Document
12B of UGC	01-06-1996	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
AICTE	View Document	09-05-2024	24	

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Co-operative Arts and Science College, Madayi (PO) Payangadi (RS) Kannur(DIST) Kerala	Rural	24.7111	3561

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,History,	36	Higher Secondary	English	60	50
UG	BA,Malayalam,	36	Higher Secondary	Malayalam	46	40
UG	BA,English,	36	Higher Secondary	English	44	33
UG	BCom,Commerce,Cooperation	36	Higher Secondary	English	55	54
UG	BSc,Mathematics,	36	Higher Secondary	English	36	20
UG	BBA,Management Studies,	36	Higher Secondary	English	59	55
PG	MA,History,	24	Under Graduation	English	29	19
PG	MCom,Commerce,Finance	24	Under Graduation	English	29	23

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				5				27			
Recruited	0	0	0	0	1	4	0	5	8	13	0	21
Yet to Recruit	0				0				6			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff						
	Male		Female		Others	Total
Sanctioned by the UGC /University State Government						13
Recruited	5		3		0	8
Yet to Recruit						5
Sanctioned by the Management/Society or Other Authorized Bodies						0
Recruited	0		0		0	0
Yet to Recruit						0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	3	0	2	7	0	12
M.Phil.	0	0	0	1	1	0	2	0	0	4
PG	0	0	0	0	0	0	4	6	0	10
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	3	5	0	8
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	1	0	0	1
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	2		0		2

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	245	0	0	0	245
	Female	460	0	0	0	460
	Others	0	0	0	0	0
PG	Male	30	0	0	0	30
	Female	53	0	0	0	53
	Others	0	0	0	0	0
Diploma	Male	7	0	0	0	7
	Female	18	0	0	0	18
	Others	0	0	0	0	0
Certificate / Awareness	Male	299	0	0	0	299
	Female	132	0	0	0	132
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	31	22	27	31
	Female	61	34	36	43
	Others	0	0	0	0
ST	Male	6	4	3	5
	Female	4	3	6	6
	Others	0	0	0	0
OBC	Male	99	132	140	128
	Female	236	276	305	302
	Others	0	0	0	0
General	Male	28	40	40	49
	Female	87	85	90	100
	Others	0	0	0	0
Others	Male	22	27	30	46
	Female	66	63	57	59
	Others	0	0	0	0
Total		640	686	734	769

Institutional preparedness for NEP

<p>1. Multidisciplinary/interdisciplinary:</p>	<p>Our college offers undergraduate (UG) programs in English, History, Malayalam, Mathematics, Commerce, and Business Administration, as well as postgraduate (PG) degrees in Commerce and History. In alignment with the National Education Policy (NEP), our UG curriculum emphasizes an interdisciplinary approach in both education and research activities. • We offer common English courses to students across all academic disciplines. These courses help students from fields such as History, Mathematics, Business Administration, and Commerce develop proficiency in English, enhancing their communicative skills for academic and career success. The courses also expose students to</p>
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significant works of literature, including poems by Kamala Das and Maya Angelou. Additionally, these courses incorporate subjects such as Gender Studies, Gender Equity, Environmental Studies, democratic and constitutional values, and cultural pluralism, providing a well-rounded interdisciplinary education.

- Our college also offers common courses in languages like Hindi, Arabic, and Malayalam, which can be learned by students from all academic disciplines as a second language. These courses help students develop language skills and an appreciation for literature in these languages.
- We offer interdisciplinary courses as complementary courses. Students take these courses outside their core subjects, such as Sociology, Journalism, Economics, Computer Science, and Statistics, enriching their academic experience.
- Our Generic Elective (Open Course) options allow students to choose subjects unrelated to their main field of study, such as Insurance and Risk Management, Vaikom Muhammad Basheer - Lessons and Learnings, E-Commerce, and career-oriented subjects like Social Reform Movements, English for Competitive Exams, and Quantitative Arithmetic and Reasoning, exemplifying our commitment to a multidisciplinary education.
- We offer certificate courses in Museology, Malayalam DTP, Digital Marketing, and a Diploma in Practical Accounting and Tax Practice (DPAPP), further reinforcing our commitment to multidisciplinary education.
- Our dedication to interdisciplinary learning includes add-on courses on various topics such as Zero Violence Mindset, Library Management, Local Culture and Life, Mathematics for Kerala PSC, English language proficiency and professional competency and Advanced reading skills in English. These are available to all students regardless of their core academic discipline.
- Our college frequently organizes seminars and workshops that are open to students from all academic disciplines. Participation in these events helps students gain knowledge and skills in areas beyond their core subjects.
- The college places significant importance on sports and physical education. Students from all academic disciplines are encouraged and trained to participate in various sports and games. They are also offered an open course in physical education and provided with yoga practice sessions.

<p>2. Academic bank of credits (ABC):</p>	<p>MOOC serves as a fundamental platform for individuals eager to expand their expertise in various fields. The majority of registered participants have successfully completed their chosen courses. The college's teaching staff has actively engaged in various online Faculty Development Programs. Additionally, the degree courses provided by IGNOU has also been resourced by faculty members enabling them to enhance their knowledge and skills significantly.</p>
<p>3. Skill development:</p>	<p>NEP focuses on holistic education that aims to enhance both the professional skills and life skills of students. Keeping this in mind, our college is actively engaged in organizing a wide range of programs aimed at nurturing these skills among its students. These initiatives encompass the following: • The Women's Cell conducts various programs and workshops specifically designed for the girl students of our college. These programs aim to enhance their skills in several important areas. For instance, self-defence workshops are conducted to ensure the safety and security of the girls, equipping them with essential self-defence techniques. Additionally, career-oriented training sessions are held to guide them towards achieving successful career outcomes. • Our college provides an array of courses in different languages such as English, Malayalam, Hindi, and Arabic. These language courses are designed to help students acquire both language proficiency and communicative skills. Mastery of multiple languages not only broadens their cultural horizons but also significantly benefits their professional and personal lives in the future. Effective communication skills are crucial in today's globalized world, and these courses are tailored to meet that need, ensuring that our students are well-prepared for various professional and social settings. • Additionally, our college offers a variety of certificate and add-on courses to further enhance the skills of our students. These include courses like Malayalam DTP, Digital Marketing, Diploma in Practical Accounting and Tax Practice (DPAPP), Advanced Reading Skills in English, life skills and soft skills in English. Each of these courses is designed to cater to the diverse interests and career aspirations of our students. • In our college, students are actively encouraged and trained to participate in various sports and games. These activities are</p>

	<p>organized both within the college and at state and national levels, providing students with ample opportunities to showcase and develop their athletic skills. Additionally, yoga practice sessions are provided to enhance their physical and mental well-being. • Our college boasts a very active NCC (National Cadet Corps) and NSS (National Service Scheme) unit, both of which have received numerous awards for their exemplary performances. These units regularly conduct camps and programs aimed at enhancing various life skills among students. • We organize various cultural events and also train and send students to participate in art competitions at the university level. These initiatives play a crucial role in developing the artistic skills of students, allowing them to express their creativity and talent. • The Commerce and BBA departments of our college are dedicated to developing the entrepreneurial skills of our students. They conduct a range of programs and workshops that focus on nurturing innovative thinking, business acumen, and leadership qualities. These programs are instrumental in preparing students to become successful entrepreneurs and business leaders. These endeavours collectively contribute to the holistic development of the college's student community, equipping them with a wide range of skills that enhance both their personal and professional lives.</p>
<p>4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):</p>	<p>One of the main objectives of the National Education Policy (NEP) is to promote the Indian knowledge system. This goal aligns perfectly with our college's commitment to incorporating Indian tradition, culture, and language into the process of knowledge and skill acquisition. Since our inception, we have taken numerous steps to achieve this aim, which include: • Multilingual Instruction: In addition to English, we use regional Indian languages such as Hindi and Malayalam as mediums of instruction. This approach ensures a multilingual and inclusive educational environment for our students. • Yoga Training: We offer yoga training sessions under the guidance of qualified instructors to promote physical and mental well-being among our students. • Celebrating Hindi Week: To promote the use of Hindi, our national language, we celebrate Hindi Week. During this week, various cultural and academic events, including quiz programs, elocution</p>

	<p>competitions, essay writing, and story writing, are organized. • Participation in Cultural Programs: Our students actively engage in literary and cultural programs conducted in Indian languages like Hindi and Malayalam at both the college and university levels. • Martial Arts Training: Through expert practitioners, we have introduced indigenous martial arts like Kalaripayattu to our students. They receive live demonstrations and have the opportunity to participate in practice sessions. • Library Resources: Our library houses an extensive collection of books that disseminate the rich knowledge and cultural heritage of India, providing students with valuable resources to explore their cultural roots. • Malayalam Degree Programs: We offer a bachelor's degree in Malayalam, an Indian classical language. The courses provided by the Malayalam department cover topics related to indigenous Indian culture and art forms such as Theyyam and Kathakali. This department conducts various programs associated with the Malayalam language, literature, and Kerala culture to instil traditional values in students. • Research on Indian Art Forms: In courses like BA English and BA Malayalam, students are encouraged to undertake projects and research on Indian art forms like Theyyam, thereby promoting research in these traditional indigenous art forms. • Exhibitions: Various departments organize exhibitions to introduce traditional Indian knowledge to students. For instance, our college conducted an exhibition which displayed old currencies, household equipment, and utensils used in the past. • Celebrating Regional Festivals: Our college celebrates regional festivals like Onam, which help students explore and understand local culture and beliefs. By taking these steps, our college aims to foster an appreciation for the Indian knowledge system, ensuring that students not only gain academic knowledge but also develop a deep understanding of their cultural heritage. This holistic approach to education aligns with the NEP's vision and contributes to the preservation and promotion of India's rich cultural legacy.</p>
<p>5. Focus on Outcome based education (OBE):</p>	<p>activities. It is worth noting that the attainment of program outcomes significantly influences students' progress toward higher studies and job placements. The achievement levels of these outcomes are</p>

	<p>systematically monitored at multiple levels within the institution, including the College Council, the Internal Quality Assurance Cell (IQAC), individual departments, and through Parent-Teacher Associations (PTAs) at the class level. This comprehensive monitoring ensures that the educational objectives are met, contributing to the overall development and success of our students. It is also remarkable to note that the outgoing students from our institution has landed within different career fields of both govt and non-govt departments like teaching, media sector, bank, law, police department, entrepreneur and in foreign services .</p>
<p>6. Distance education/online education:</p>	<p>The college is dedicated to providing education for all, and as such, distance education plays a significant role in achieving this broad objective. Here are some key aspects of our commitment to distance education: 1. Recognized Examination Center: Our college serves as a recognized examination center for Kannur University's School of Distance Education (SDE). 2. Faculty Involvement: Our faculty members actively contributed to distance education by participating in the creation of study materials for SDE Kannur University and Calicut University, as well as in the organization and evaluation of examinations for SDE Kannur University. 3. Online Education Training: In this academic year, we have initiated a proactive approach enabling our faculty to seamlessly transition to online platforms during the pandemic, without disrupting the regular teaching and learning process.</p>

Institutional Initiatives for Electoral Literacy

<p>1. Whether Electoral Literacy Club (ELC) has been set up in the College?</p>	<p>Yes, the Electoral Literacy Club has been functioning in Co operative Arts and Science college, Madayi since 2021. The Nodal Officer of the club is Dr Ramya K.P PG Department of Commerce.</p>
<p>2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?</p>	<p>Yes. The Nodal Officer of the Electoral Literacy Club and the other faculty members are appointed during the staff meeting of the college teaching staff. The Nodal Officer supervises the election and formation of the Executive Committee of ELC. Presently, the Nodal Officer of the club is Dr Ramya</p>

	<p>K.P, Head of PG Department of Commerce. All students who are enrolled in the voters list are members of the ELC. Elected representatives from each class constitute the Executive Committee. This helps in efficient coordination of activities and dissemination of information among the club members.</p>
<p>3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.</p>	<p>Electoral Literacy Club has been functioning in the College since 2021. Numerous innovative programmes and activities have been conducted by the ELC since its inception. They are: 1. During the year Election awareness class was conducted for all the students. 2. Flash mob was conducted by ELC members inside the campus to give awareness to the students about the importance of Election. 3. A mass voters registration drive was conducted during 2023 at campus and attained 100% registration of students to the voters list. 4. National Voters' Day (25 January) is observed every year by taking the Voters' Pledge. 5. Motivators Invite: Important personalities are invited to motivate young voters. 6.. Quiz Competitions: Quiz competitions are conducted for the students periodically on various national and international political issues and policies.</p>
<p>4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.</p>	<p>The socially relevant projects/ initiatives taken by the college on electoral issues are: 1. The members of the club participated in the pookkalam competition; a promotion programme organised by the Election Cell. 2.. A Voter's ID Registration Campaign was organised on 20/03/2024. During the programme, a demonstration of the voting process was provided to the students. 3. 1 week voters registration camp was organised by Election literacy club began on 20/03/2024 until 25/03/2024. The camp which commenced the aim of emphasizing the essential right of a citizen in a democratic nation to register to vote, witnessed active participation from students who turned 18 and those who hadn't completed their voter registration. Camp was inaugurated by Principal E. S Latha.</p>
<p>5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.</p>	<p>The ELC organised a Voter's ID Registration Campaign on 20/03/2024. Many students from the College got enrolled as voters and a demonstration of the voting process was provided to the students during the programme. The ELC plans to conduct more programmes for registration of new voters in</p>

the future

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
769	733	678	639	649

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 57

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2.2

Number of teaching staff / full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
33	34	36	37	38

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
59.88187	32.93554	21.87822	34.20575	45.32201

File Description	Document
Upload Supporting Document	View Document

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

CO-operative Arts and Science College Madayi is affiliated to Kannur University, Kerala and it follows the curricula prescribed by the Kannur University. The institution targets the holistic development of the student community by active participation of teachers in the formulation, development, and upgrading of the curriculum under the Choice-Based Credit System (CBCS) through curriculum design workshops and seminars.

Planning:

- The college ensures effective curriculum delivery through a well planned and documented process with student-centric approach. Planning for effective implementation of curriculum is done at the beginning of academic year.
- IQAC prepares academic calendar for the year in accordance with the academic calendar of the affiliating university. Similarly, Time-Table Committee prepares timetable of the college and HoDs prepare time table of their departments.
- HoDs conduct meetings of members of department & distribute the workload duly assigned to each faculty members. The curriculum is further disseminated to each class by the teachers. Each department prepares an Academic Plan.

ACADEMIC CALENDAR

An annual academic calendar, finalized by the Academic Quality Assurance Cell (IQAC) in collaboration with the college council. The calendar also registers institutional rules and regulations.

Department Activity Calendars:

As per the Academic Calendar, each department prepares an **Academic Plan** of activities to be implemented during the year. A systematic format is designed to put down all curricular activities by each teacher. The design of it consists of the following things

1. Teaching time table
2. Work Diary – Teaching plan semester wise
3. Teacher's profile and research work

4.Details of teaching work allocated to the teacher

5.Details of CIE and remedial/bridge courses

6.Syllabus completion report

7.Contribution of the teacher university exams.

8.Innovative methods adopted by the teacher

Internal & External Examination Committee:

This committee plans for all CIE and university exams to be held at the college. It prepares a calendar of activities for each year. It ensures successful completion of all evaluation related activities.

IMPLIMENTATION

- Review of the syllabus Completion is taken by each HODs and Principal Periodically IQAC ensure timely completion of curriculum and each semester
- The college's Continuous Internal Evaluation (CIE) system integrates various assessment components like internal exams, projects, seminars, and assignments, all outlined in the program's syllabus.
- Effective Use of ICT by each teacher ensures fruitful delivery of the curriculum to students. This preparedness & integration helped the college to deliver the curriculum effectively during Covid 19.
- The IQAC (Internal Quality Assurance Cell) collects feedback on various aspects such as curriculum, Continuous Internal Evaluation (CIE), attainment of Course Outcomes (COs), Program Outcomes (POs), and Program Specific Outcomes (PSOs) from different stakeholders.
- Faculty represent themselves on the Board of Studies (BoS) and Academic Council of the affiliating university.
- The library stocked with 14990 books,250 reference books has been upgraded by KOHA integrated library management software. Registered under N-List Programme, the college has access to open access databases like Shodganga, DOAJ, National Digital Library of India,egyankosh, E-pg pathshla and NVDA Screen viewer (Non Visual Desktop Access for Blind people) These resources and infrastructure upgradations strengthen the effective curriculum delivery.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 40

File Description	Document
List of students and the attendance sheet for the above mentioned programs	View Document
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	View Document
Institutional data in the prescribed format	View Document
Evidence of course completion, like course completion certificate etc. Apart from the above:	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Other Upload Files

1

[View Document](#)

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 46.91

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
376	363	328	254	306

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment

1.3.1

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

Response:

Response

Higher education entails not only acquiring expertise in a particular field but also instilling values, ethics, and societal awareness. As such, those pursuing higher education should cultivate critical thinking skills and the capacity to consider various viewpoints on positions, problems, and social matters.

- The college strictly follows the curriculum of Kannur University where courses on human values, ethics and societal awareness were included.
- Faculty members are pivotal in emphasizing these issues during curriculum transactions, fostering the evolution of socially committed and value-oriented citizens.
- Furthermore, the institution strengthens its commitment by organizing a variety of curricular and extracurricular events, practices, and activities aimed at enhancing students' awareness of these cross-cutting issues.

Professional Ethics Top of Form Bottom of Form

- Departments offer courses integrating professional ethics.
- Formulated a code of ethics policy for students and faculty, displayed on the institutional website.
- Engaged students in community service projects to apply ethical principles.
- Provide leadership programs emphasizing ethical qualities.
- Hosted seminars/webinars on Intellectual Property Rights and Research Methodology.

Gender Sensitivity

- Integration of gender sensitivity topics into various courses across disciplines to promote understanding and awareness.
- Gender Sensitisation programmes were organised in the college by IQAC in association with woman cell, NCC NSS.
- Specialized programs were designed to equip students with the necessary knowledge and skills to foster a gender-sensitive environment.
- Campaigns were organized by the college to raise awareness about gender issues, promote inclusivity, and challenge stereotypes.
- Counselling services available to students and staff to address gender-related concerns, provide support, and facilitate discussions on gender equality and empowerment.

Human Values

- Infuse human values into curriculum through readings, discussions, and assignments.
- Engage students in projects highlighting social responsibility.
- Provide leadership programs emphasizing human values.
- Established peer support groups for exploring values.
- Host art exhibitions and creative events.

Environment and Sustainability

- NCC, NSS and other clubs is instrumental in organising programmes on environment and sustainability.
- Conducted invited talk on eco-friendly life style
- Heritage walks to Madayippara (Surroundings of the College) to explore the historical importance and biodiversity
- Organised tree plantation drives and initiatives to create green spaces on campus
- Celebrate World Environment on June 5th every year by NSS, NCC and Nature cub.
- Encouraged the students and faculty to conduct research on environmental and sustainability related topics.
- Bottle booths are set up in the campus for disposing plastic bottles.

During times of crisis, both the staff and students of the college exhibited remarkable engagement and dedication towards society. Whether facing the onslaught of floods during monsoon seasons or providing essential aid to those affected by the COVID-19 pandemic, their involvement was unwavering. Their collective efforts not only demonstrated a strong sense of community but also underscored their commitment to assisting and supporting those in need during challenging circumstances.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.3.2

Percentage of students undertaking project work/field work/ internships (Data for the latest

completed academic year)

Response: 56.44

1.3.2.1 Number of students undertaking project work/field work / internships

Response: 434

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website

File Description	Document
Feedback analysis report submitted to appropriate bodies	View Document
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	View Document
Action taken report on the feedback analysis	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 93.01

2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2022-23	2021-22	2020-21	2019-20	2018-19
280	287	254	232	237

2.1.1.2 Number of sanctioned seats year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
308	306	273	251	249

File Description

Document

Institutional data in the prescribed format

[View Document](#)

Final admission list as published by the HEI and endorsed by the competent authority

[View Document](#)

Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 86.82

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

2022-23	2021-22	2020-21	2019-20	2018-19
135	137	134	96	104

2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
159	156	153	115	115

File Description	Document
Institutional data in the prescribed format	View Document
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	View Document
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.2 Student Teacher Ratio

2.2.1

Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response: 23.3

2.3 Teaching- Learning Process

2.3.1

Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

Student-centric methods are crucial in modern education. These methods prioritize the unique needs, abilities, interests, and learning styles of students, making learning more engaging and effective.

The following activities and initiatives assure effective participation of students in the learning process:

Experiential Learning:

- Field trips and industrial visits allow students to witness the day-to-day operations, challenges, and dynamics of various professions and industries, enriching their understanding and preparing them for future careers.
- Study tour is a powerful educational method that bridges theoretical knowledge and practical application.
- Internships play a vital role in bridging the gap between academic learning and professional practice.
- Hands-on skill training is a cornerstone of effective education and workforce preparation.
- Laboratory demonstrations and practical experiments are vital components of education.
- Blended learning, which combines traditional face-to-face instruction with online learning, offers a flexible and dynamic educational model.
- Community-oriented activities.
- Health campaigns.
- Environmental clean-ups.

Participative Learning:

- Peer learning is a powerful educational strategy that leverages the knowledge and skills of advanced learners to support medium and slow learners.
- Manuscript magazines provide a dynamic platform for students to express their creativity, experiment with innovative ideas, and collaborate effectively.
- Group discussions and reviews are powerful educational tools that enhance students' learning experiences in multiple ways.
- Presentations are a multifaceted educational tool that significantly enhance students' abilities in various areas.
- Translating prescribed texts.
- Role play.
- Workshops, seminars, and invited talks.
- Educational fests.
- Exhibitions.
- Orientation programs.
- Competitions.
- Add-on/certificate Courses

Problem-Solving Methods:

- Quiz programs are an excellent tool for nurturing the inquisitive minds of students.

- Student projects provide opportunities to explore new areas of knowledge and identify challenges/problems, develop problem-solving abilities.
- Participating in puzzles and problem-solving competitions enhances competence and fosters a spirit of competition and cooperation.

Effective teaching and learning process using ICT tools:

- After covid, the academic activities of the year went in a blended mode as per the directions of the University Grants Commission, Government of Kerala and Kannur University.
- The College has a Wi-Fi Enabled Campus which helps the teachers and students to stay connected to the internet and learn and teach the updated information.
- The college has ICT Enabled Classrooms having Desktops, Laptops, Projectors which helps in the e-learning process.
- Even though, the classes were engaged in offline mode, teachers used different online media like Google classroom, email, blogs, YouTube channels, WhatsApp groups etc. to share reading materials, short notes, and e-books. Online live classes and recorded audio and video classes were conducted in addition to support the students.
- Most of the departments have department blogs, YouTube accounts and websites for sharing the knowledge.
- Teachers make and present PowerPoint presentations in the classrooms which help them have an interactive conversation with the students. Presentations are the best way to make notes as they can be updated with the latest changes in the knowledge, presenting diagrams, charts, etc.
- Teachers most often use ICTs for 'routine tasks' (lesson plan development, information presentation, basic information searches on the Internet, record keeping etc.).
- Faculty is adapting to the usage of ICT tools to provide quality education to the students.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response: 97.27

2.4.1.1 Number of sanctioned posts year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
34	35	37	38	39

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 82.02

2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
29	30	32	29	26

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	View Document
Institution data in the prescribed format	View Document
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

Internal Assessment:

- The evaluation of each course contains two parts: Internal Assessment and External Assessment.
- With the implementation of the Choice Based Credit and Semester System (CBCSS) by the University, the Continuous Internal Assessment (CIA) has 20% weightage and the remaining 80% weightage is given to end-semester external examinations. The external examinations are conducted by Kannur University.
- The college follows a well-organized and systematic continuous internal evaluation process to assess the outcomes achieved by the students thereby facilitating support, guidance, and opportunities for them to improve during a course or program.
- The assessment criteria and expectations are clearly communicated to students and their parents at the beginning of the course through prospectus, orientation class and department level PTA meetings. The students in particular are given a clear picture of their course, syllabus, evaluation processes and the career opportunities offered by the course.
- The academic calendar prepared by the IQAC and internal examination committee gives a proper schedule for the internal assessment at the beginning of the academic year.
- The arrangements of the internal assessments are coordinated by the internal examination committee headed by convener who is a senior faculty of the college and a team of faculty members.
- Assignments, seminars, viva and test papers are mandatory components for internal assessment. Two internal examinations and an end semester model examination are conducted every semester as a part of internal evaluation process.
- The model examinations are conducted by the internal examination committee in a centrally monitored manner and departments have the freedom to conduct other internal assessments. The

answer scripts are valued in time and distributed to students and records are kept in concerned departments.

- Constructive feedback is provided to students promptly after each assessment, highlighting areas of strength and areas for improvement. This helps students to understand their progress and how they can enhance their learning. PTA meetings conduct periodically to make an effective discussion on their performance in the examinations and measures to take for follow-ups.
- Reappearance for the examinations is allowed with the permission of the head of the department for underlying reasons.
- After the internal assessment, internal marks were published before all the students prior to uploading in the university website. Students can verify their marks.

College Level Grievance Redressal:

- The college has a well-defined policy for examination-related grievance redressal which is in tune with the rules of the affiliating university.
- The internal marks are published for verification by the students. Grievances, if any, may be reported first to the tutor who should look into the issue.
- If students remain unsatisfied, the grievance may be escalated to the Department Level Grievance Redressal Cell.
- If the disputes are not resolved fully, the head of the department refers them to the College Level Student's Grievance and Ethics Committee.
- The grievance redressal process is to be completed within a week of publishing of internal marks.

Kannur University Student Grievance Redressal cell:

- If the complainant is not convinced/satisfied with the decision of the Internal Assessment Grievance Redressal Cell, they can approach the University level apex body. Kannur University has constituted an online student grievance redressal cell as per UGC norms.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

- Outcome-Based Education (OBE) is a pedagogical approach that requires curriculum, pedagogy, and assessment processes to be restructured such that they better reflect the attainment of high-

order learning rather than just the accrual of course credits.

- All the programs offered by the institution adopts the Program Outcomes (PO), Programme Specific Outcomes (PSO) and Course Outcomes (CO) in accordance with Kannur University guidelines.
- Effective communication of Program Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) are crucial in the education system to ensure transparency, alignment, and understanding among students and teachers.
- At the beginning of a program, these POs, PSOs and COs are properly communicated to the students and faculty members.
- Besides this, the college website also provides information regarding the same for every course offered by the Institution. These details are easily accessible to all, including students, faculty members and the public.
- Hardcopy of the syllabi with POs, PSOs and COs is maintained in every department for ready reference. The COs are also given in the study materials prepared by the faculty.
- IQAC coordinates orientation programs centered around Outcome-Based Education (OBE) at the beginning of the academic year. A detailed department meeting is held to allocate subjects and communicate POs, PSOs and COs to each of the faculty members. Teachers who handle various courses explain the syllabus, course outcomes and relate such outcomes to POs and PSOs.
- Faculties of the Department explains various program outcomes to the students. Besides these, an overview of the outcomes is presented to the students and parents during the induction programme conducted for the newly admitted students in the beginning of the academic year.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

- The attainment of programme outcome is established through the performance of students in various curricular and co-curricular activities, results of the university and other entrance examinations, and the placement of students.
- Various assessment methods are employed to evaluate program outcomes and course outcomes, including exams, projects, portfolios, presentations, and performance assessments. These methods are designed to measure students' knowledge, skills, and competencies in relation to the stated outcomes.
- Class tests, assignment, seminar and Viva-voce are conducted in each course and the score is included in the end semester assessment sheet.
- Individual or group projects are given to students for assessing the Course Outcomes as well as

the Learning Outcomes.

- Program wise and course wise analysis of the examination results is done at the department level as and when University notifies the results.
- The details of students regarding their higher studies are collected and a detailed analysis of this along with the final year results gives a proper evaluation of the course outcome.
- College is keeping a database of student placement details and it is used to analyse the status and progression of employment.
- Feedback helps the college to evaluate its service policies and make changes to meet stakeholders' needs and to analyse the student performance and program specific outcome.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 80.79

2.6.3.1 Number of final year students who passed the university examination year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
180	174	178	186	186

2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
244	223	212	218	222

File Description	Document
Institutional data in the prescribed format	View Document
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	View Document
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response: 3.91

File Description	Document
Upload database of all students on roll as per data template	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1

Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

Response

Co-operative Arts and Science College Madayi has successfully developed an ecosystem that nurtures innovation and entrepreneurship while incorporating traditional Indian knowledge systems. This approach offers students a well-rounded and culturally enriching educational experience through the following initiatives:

Integration of Indian Knowledge System (IKS)

- International yoga day celebration
- Yoga week activities
- Immunity enhancement programme, breath and yoga
- “Swachatha Pakhwada programme
- Shaheed Diwas celebration
- World Bicycle Day
- Independence day celebration
- Kargil Vijay Divas
- Tribute to A P J Abdul Kalam
- Indian Naval Award Day visit

Intellectual Property Rights (IPR) Awareness Initiatives

- Set up an IPR Cell
- Webinar on Intellectual Property Rights in association with National Intellectual Property Awareness Mission (NIPAM)

Entrepreneurial Development Club

- National entrepreneurship conclave conducted by Dept. of Management studies
- Organised Trade fest
- Industrial Visit
- Organised Workshops on Entrepreneurship

Knowledge Dissemination and Research Promotion

- One Day Workshop on Research Methodology & Application of SPSS for students of Commerce Dept.
- One day Workshop on Research Methodology for the students of Dept. of English and Malayalam
- Field visit-‘ In pursuit of knowledge’ by students of Mathematics Dept.
- Inauguration of ‘FOCUS’ PG entrance exam problem solving session
- National science day quiz
- Online workshop on sustainability Index Proforma
- Pustakathanal – public library project
- Reading Day Programmes
- Skill development programme
- NEP Webinar
- Legal awareness class

Practical Skills Development

- Rice farming with farmers
- Worked at control cell Kannur for call centre
- Pen box setting
- Harvesting horticulture produce
- Mask making-covid
- Lockdown activity- craft workshop
- Communication skill development programme
- Haritham- vegetable cultivation by NSS-from

Community Engagement Initiatives

- NSS and NCC organized Food distribution twice.
- NSS and NCC conducted blood donation camps thrice.
- History department field visited Madayi Kavu
- NCC cadets visited freedom fighter VP Appukkuttan Poduval
- Freedom walk in collaboration with various clubs and departments
- Supplied mango seedlings to Kannur University NSS cell
- Anti-drug rally by Rotary Club and Janamaithri Police with NSS
- NCC visited Mary Bhavan old age home
- Horticulture project by NSS and Madayi Gram Panchayat
- Free medical camp by NSS and NCC with various clubs
- Anti-drug leaflets distribution by NSS in Palayam Colony

- NCC Admission Help Desk with COVID-19 protocols
 - Kerala Legislative Assembly Election duty
 - Thaluk hospital cleaning at Pazhayangadi
 - Unity run from college to Pazhayangadi
 - Gender Sensitization Campaign
 - Organ donation awareness
 - Anaemia prevention campaign
-
- Snehaveedu Kattilaveppu, Key Giving

Internships and Industry Relevance

- Skill development programme.
- Industrial visit by Commerce dpt.
- Linear Algebra workshop by maths dpt-January 2023.
- Commerce dpt add on course inauguration and certificate distribution
- International webinar by Mathematics Dpt.
- Research methodology workshop by English, Malayalam and Commerce Dpt.
- Webinar on professionalism by commerce Dpt.
- Real Analysis and Problem Solving workshop by Mathematics Dpt.
- Investor awareness program by Dept. of Commerce.

Exhibitions

- Trade fest by Management Dpt.
- Virtual exhibition by Mathematics Dpt.
- Domestic violence and Dowry prohibition exhibition.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 64

3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
26	17	12	3	6

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.3 Research Publications and Awards

3.3.1

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.65

3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
06	13	5	7	6

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	View Document
Link to re-directing to journal source-cite website in case of digital journals	View Document
Links to the papers published in journals listed in UGC CARE list or	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.3.2

Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 1.09

3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
21	11	5	8	17

File Description	Document
List of chapter/book along with the links redirecting to the source website	View Document
Institutional data in the prescribed format	View Document
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.4 Extension Activities**3.4.1**

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

Extension activities of Co-operative Arts and Science College, Madayi are carried out in the neighbourhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.

- Extension activities of the college are designed to promote participation of the students in the social sphere to benefit and empower the larger community and to instil humanitarian values in students.
- The institution organised extension activities that aimed at the holistic development and sensitisation of the students to social issues.

- The main beneficiaries of the extension activities are the people of Madayi panchayath , Most of the extension activities are operated through NCC, NSS, Women's Cell and Alumni Association. All departments of the college devote themselves to this effort.

Various Extension activities undertaken during the period

Extension activities aim to connect students with the broader community surrounding the campus. This engagement can include volunteering, community service projects, and partnerships with local organizations. It helps students understand local issues, build empathy, and contribute positively to their surroundings.

- 1.Environmental Day Program- Planting of saples in various parts of Madayi Panchayath
- 2.Government Hospital Cleaning.
- 3.Unity Run
- 4.Farming.
- 5.Anti-drug awareness program among public.
- 6.Bund Wall Construction for protecting water supply.
- 7.Swachtha Program.
- 8.Anaemia Prevention Campaign
- 9.Anti-Dowry Campaign
- 10.Gender Sensitization Campaign
- 11.Organ Donation Awareness program.
- 12.Station Cleaning
- 13.Home for Homeless(Sneha veedu)
- 14.Hair Donation Camp.
- 15.Polio Vaccination awareness activities
- 16.Post covid Survey.
- 17.Blood Donation.
- 18.Post covid Medical camp.
- 19.Water conservation Activities.
20. Pusthakathanal (Making a reading place in Govt Hospital) - **Establish books in public places.**
- 21.Haritha Santhwanam project (Planting 500 saples in oldage home)
- 22.Mangrove Conservation Project.
- 23.Self Defence Program for Women.
- 24.Food distribution.
- 25.Cheru Manthop Project (Planting and conservation of rare species of Mango tree)
- 26.Floriculture Project.
- 27.Medical Camp.
- 28.AIDS awareness Program.
- 29.Flood Relief Activities.
- 30.Yoga Week activities.
- 31.Covid Vaccination Help Desk.
- 32.Study material distribution for economically weaker Childrens.
- 33.Pre Monsoon Cleaning Project.
- 34.Digital literacy Program.
- 35.World Health Day programs.
- 36.Ambedkar Jayanthi Programs.
- 37.Cervical Cancer Awareness Program.

- 38.No Tobacco campaign.
- 39.Anti-war rally.
- 40.Campaign against nuclear weapons.
- 41.Literacy campaign.
- 42.Awareness program related to Posco Act 2012
- 43.Gandhi Dharshan programs
- 44.Grow Your Own vegetables- (Awareness Programs)
- 45.Youth week celebration programs.
- 46.Cyber Security awareness programs .
- 47.Kerala Covid warriors' project.
- 48.International Nurses Day programs.
- 49.Helping Hand to under privileged students.
- 50.Salute for Freedom fighters.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

Co-operative Arts and Science College Madayi has contributed immensely for the development of the neighbouring communities. Community engagement is an integral part of the mission of the College. Our college has been recognised and appreciated by several bodies for the active contribution for the welfare of the society. Staff and students of the College have bagged awards from governments, University and other organisations for extension activities.

Year of award/Appreciation	Name of award/ Appreciation	Award details	Awarding Bodies
2021	Kannur University Best NSS Volunteer Award	Best Volunteer Among 100 Units in Kannur University	Kannur University
2022	Kannur University Best NSS Program Officer	Dr. Ramya K P Program Officer Received Best Program Officer Award	Kannur University
2022	Best Cadet Award	Shravan Sukesh Received Best Cadet Award from NCC Battalion Payyanur.	Kerala Battalion NCC Payyanur.

2022	Special Appreciation Received from Madayi Grama Panchayath for Constructing A House For Homeless Family	Helping Hands to A Poor Family.	Madayi Grama Panchayath
2023	Special Appreciation	NSS Unit of CAS College Madayi Received Special Appreciation from State NSS Cell	Kerala State NSS Cell

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 39

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
19	10	04	04	02

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	View Document
Institutional data in the prescribed format	View Document
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 22

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	View Document
List of year wise activities and exchange should be provided	View Document
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- teaching – learning, viz., classrooms, laboratories, computing equipment etc
- ICT – enabled facilities such as smart class, LMS etc.

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

The college provides amiable ambiance for effective teaching and learning like quality enriched resources and excellent facilities. Programmes offered are six UG programmes and two PG Programmes which ensures quality education and academic excellence. The college campus covers an area of six acres, situated in serene terrain perfect for holistic learning and academic activities. College always focus on extracurricular activities of students such as sports, yoga, games, socio-cultural activities etc. In addition campus has WiFi facilities, CCTV, fire safety systems, solar panel, etc.

Teaching-Learning Facilities

Classroom Facilities

- 24 Classrooms
- 2 Common Classrooms

Multipurpose Facilities

- AC Seminar Hall
- Multi-purpose Auditorium
- Multi-purpose outdoor stadium

Laboratory Facilities

- AC Computer lab

Examination Facility

- Confidential Room
- Computers
- Photocopying Services

ICT Facilities

- 6 ICT-enabled classrooms
- 83 Computers
- 18 Printers
- 6 Interactive Panel Board
- Campus Wi-Fi
- 9 Scanners Photostat Machines
- 4 UPS Units
- 24x7 CCTV Surveillance with 16 Cameras
- AC Computer Lab

Academic Software

- Integrated Library Management Software (KOHA -Version: 22.05)
- Google suite

Divyangjan Friendly Facilities

- Ramps
- Disable friendly washrooms
- Wheelchair
- Separate Parking for the Divyangjan

Cultural Facilities

- Multi-Auditorium with a capacity of 600 seat
- AC Seminar Hall
- Ample open areas for students to use as makeshift stages

Sports Facilities

- Multi-purpose outdoor stadium
 - Football Court
 - Kabaddi Court
 - 200m Track
- Kho-kho Court
- Courts for volleyball, and badminton
- Table Tennis
- Playground (120*70 m2) facilitates
- Other Games
- Halls for indoor games like chess and caroms
- Fitness centre with Gym equipments
- Yoga Centre
- Facilities for Weightlifting
- Multi-purpose open auditorium (Yoga, fitness activities, cultural programmes)

Central Library Total of 14990 books, 250 reference books, 30 journals and Periodicals.

- Digital library

- Reading Room
- Reference Section
- Internet Resources
- Periodicals Section
- Newspaper Section
- E-Resource corner
- New Arrivals
- Transaction Area
- Computers for catalogue searching
- Software to assist differently-abled students

Other Facilities

- Administrative Section
- Principal’s Office
- Manager’s Office
- IQAC Office
- Staffrooms
- Women’s cell and Rest Room
- Career Guidance Cell
- NCC Office and Firing Range
- NSS Office
- Canteen
- Student's store
- Counselling centre
- Heritage Museum
- Washrooms
- Waste Management System
- Water Purification System
- Drinking Water Facilities
- Solar Panel System
- Store Rooms
- Parking Area for Staff and Students
- Fire and Safety System
- Public Adress System
- Biogas Plant
- Herbal Garden
- Flowers Garden
- First Aid Box in every department
- Weighing Machines

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 21.93

4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
11.10235	11.30523	4.12995	10.19800	5.86278

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.2 Library as a Learning Resource**4.2.1**

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

College Library of Co-operative Arts and Science College has a long 42 years history on parallel with the history of the college. College Library provides the opportunity for self-education and access to a rich diverse and enduring source of knowledge. Our college library facilities and services necessary for the success of all formal and informal programmes of the institution.

LIBRARY COLLECTION

- Total Books: 14,990
- Reference Books: 250

- Manuscripts Collection: Limited
- Journals and Periodicals: 30
- Daily Newspapers: 5

E RESOURCES

N-LIST

- Extensive collection of over 6,000 e-journals and 3,135,000 e-books
- Accessible to registered users seamlessly

OPEN ACCESS

National Digital Library of India (NDLI)

- Comprehensive virtual repository of learning resources
- Offers search and browse functionalities
- Provides access to textbooks, articles, videos, audiobooks, lectures, simulations, fiction, and more

SHODGANGA

- Digital repository offering free access to Indian theses and dissertations
- Convenient access and downloadable options for researchers and academia

DOAJ(Directory of Open Access Journals)

- Online directory indexing high-quality, open-access, peer-reviewed journals
- Aims to enhance visibility and usage of open-access scholarly content

PROJECT GUTENBERG

- Digital library with free access to public domain eBooks
- Promotes distribution of classic literature

E GYANKOSH

- Digital repository providing free access to educational resources and research publications from IGNOU and other institutions

E-PG PATHSHALA

- Digital platform offering free access to postgraduate-level educational resources and course materials across various disciplines

NON-VISUAL DESKTOP ACCESS (NVDA)

- Free and open-source portable screen reader for blind computer users

LIBRARY AUTOMATION

- Uses Koha software for Integrated Library Management System (ILMS)
- Books arranged and classified according to the 21st edition of Dewey Decimal Classification System
- Utilizes barcode technology for book issuing and returning

The details are: -

Name of ILMS software: KOHA

Nature of automation: Full

Version:23.11.06.000

Year of automation: 2021

INSTITUTIONAL REPOSITORY (DIGITAL LIBRARY)

By using the open-source software D Space, our institution creates and manages its digital repository.

E RESOURCE CENTER

Students can access various e-resources through the e-resource center, providing a dedicated space for browsing e-books, journals, and research papers.

Book wish list suggestion link: - <https://forms.gle/odhZc6KSPuDXoJrp8>

Facilities and sections: -

- Gate Entry: Barcode scanner for library entry
- OPAC Facility: Browse books through OPAC
- Circulation section: Issue return of books
- New Arrivals: Display of newly arrived books
- Special Collection: Display of manuscripts
- Periodical Section: Journals and newspapers
- Reading Area: Space for reading and studying
- Reference Area: Section for reference materials
- Wi-Fi Connections: High-speed internet for students and faculty
- Notice Board: Updates and news
- Suggestion Box: service suggestions

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

The campus is equipped with 83 computer for staff and students. Students have access to high speed internet through utilising amenities of digital library and Student Facilitation Centre.

In addition college provides infrastructural facilities like 6 ICT enabled classrooms, interactive boards, CCTV system with 16 cameras and 2 UPS units.

Library of the college collaborates with digital library which has bank of previous question papers, UGC minor and Major research projects, E-copies of college magazines, Faculty publications etc.

The college handles well-arranged Computer Lab through which online learning is effectively conducted. It is enabled through learning management systems like Youtube, Google classroom etc. In Post COVID era, both teachers and students conveniently used social media platforms, podcasts and online assessment tools for effective teaching-learning outcomes.

Updated softwares and latest ICT facilities are used in college library, moreover college provides access to UGC NLIST.

The IT infrastructure of the college includes the following:

- Automated administrative department
- Administrative wing, Canteen and Co-operative store has online payment options.
- High quality printing and reprographic facility at affordable rate is highlight of student facilitation centre
- Major events in the college is informed to students and public through social media pages.
- Language lab with internet facility.
- For stakeholders various IT orientation programs are conducted.
- Separate IT facilities for the Divyangjan students through NVDA Speech Viewer.
- Institutional Repository (Digital Library)
- E Resource Center

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3.2**Student – Computer ratio (Data for the latest completed academic year)****Response:** 12.21**4.3.2.1 Number of computers available for students usage during the latest completed academic year:**

Response: 63

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	View Document
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.4 Maintenance of Campus Infrastructure**4.4.1**

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 37.16**4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
40.90188	10.70386	7.59821	6.01087	6.96608

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 81.31

5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
608	578	519	543	572

File Description

Document

Year-wise list of beneficiary students in each scheme duly signed by the competent authority.

[View Document](#)

Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).

[View Document](#)

Upload policy document of the HEI for award of scholarship and freeships.

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

Response: A. All of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	View Document
Report with photographs on ICT/computing skills enhancement programs	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 56.92

5.1.3.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
750	515	438	89	182

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

- 1.Implementation of guidelines of statutory/regulatory bodies**
- 2.Organisation wide awareness and undertakings on policies with zero tolerance**
- 3.Mechanisms for submission of online/offline students' grievances**
- 4.Timely redressal of the grievances through appropriate committees**

Response: B. 3 of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	View Document
Proof related to Mechanisms for submission of online/offline students' grievances	View Document
Proof for Implementation of guidelines of statutory/regulatory bodies	View Document
Details of statutory/regulatory Committees (to be notified in institutional website also)	View Document
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 41.29

5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
115	111	72	107	69

5.2.1.2 Number of outgoing students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
252	231	221	219	225

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	View Document
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 5.64

5.2.2.1 Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)

2022-23	2021-22	2020-21	2019-20	2018-19
3	11	5	12	7

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.3 Student Participation and Activities

5.3.1

Number of awards/medals for outstanding performance in sports/ cultural activities at University / state/ national / international level (award for a team event should be counted as one) during the last five years

Response: 180

5.3.1.1 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 wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
38	39	36	31	36

File Description**Document**

Upload supporting document

[View Document](#)

list and links to e-copies of award letters and certificates

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 6.4

5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
08	05	06	08	05

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.4 Alumni Engagement

5.4.1

There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Response:

Response

- The registered Alumni Association significantly contributes to the institution's development through financial and other support services. The association, formerly operating informally since 1982 and now officially registered as 'Madayi Koottam', provides a platform for graduates and Post graduates to connect and build a strong network, enabling them to continually engage with and support their alma mater.
- Throughout the years, various events such as reunions, both physical and virtual, networking sessions, and interactions are organized.
- The alumni association plays a vital role in fostering a supportive community, enhancing career growth, facilitating professional connections, and contributing to the overall well-being of the college.

At the Self Study Report of CAS College, Madayi

- Attendees had opportunities to exchange career advice, build professional relationships, and explore potential job opportunities. Hearing from successful alumni inspired current students and provided valuable insights into career and life.
- Departments like Mathematics and Malayalam offer memorials to top-performing students, and events like the commemoration day for late Srihari by the English department highlight alumni contributions.
- Contributions are garden benches, chairs, fan, Water tanks and shelves to the campus.

Achievements

- The college takes great pride in the achievements of its alumni, many of whom have excelled in their careers, received prestigious awards, and made notable contributions to society.
- Keeping alumni informed and engaged remains a priority, utilizing social media platforms, email campaigns, and the sharing of inspiring alumni stories and event updates.
- The college acknowledges the dedicated efforts of its stakeholders and alumni, eagerly anticipating a promising future with their continued support.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

The institutional governance and leadership are following the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance, and their short-term and long-term Institutional Perspective Plan.

Response:

- Since its establishment, the College has consistently prioritized the holistic development of its socio-economic and cultural landscape.
- The college's vision and mission focus on empowering the local community through quality higher education, encapsulated by its motto "Let Earthly Flood Upon Us."
- The college's governance and leadership model adhere to participatory and decentralized governance principles. This model integrates representatives from various stakeholders, ensuring diverse perspectives shape the institution's policies and practices.
- Dedicated to empowering human resources, the College seeks to enhance societal well-being by fostering inclusivity.
- Academic activities, in line with the institution's vision and mission, are designed to meet the evolving needs of the youth in the region.
- The college's academic engagements, adhering to Kannur University guidelines, embody the spirit of the National Education Policy (NEP 2020).
- This commitment ensures that educational pursuits align with the broader educational framework and act as a catalyst for positive societal transformation.
- The College employs a participatory and decentralized governance model that incorporates defined socio-cultural and academic representations.

Key Governance Bodies:

1. Board of Governors (BoG):

- Comprising representatives from management, faculty, administrative staff, parents, and students, the BoG formulates strategic academic policies in line with the institution's vision and mission.
- The BoG develops both Short-Term (2019-2024) and Long-Term Institutional Perspective Plans (Vision 2030) to guide the college's future growth and development.

2. College Council:

- As the highest academic body, the College Council is responsible for implementing policies into the curriculum and ensuring the educational advancement of its stakeholders

3. Internal Quality Assurance Cell (IQAC):

- The IQAC focuses on maintaining and enhancing the institution's quality through forward-looking academic initiatives and thorough documentation.

4. Department Councils:

- These councils operate at a micro level, ensuring the decentralized implementation and review of academic policies.

5. Students' Union:

- A democratically elected body, the Students' Union actively participates in both curricular and co-curricular activities, fostering a vibrant academic environment.

6. Parent-Teacher Association (PTA) and Alumni:

- Both groups play supportive roles in achieving the college's vision and mission, contributing to the institution's sustained growth.

Key Practices:

1. NEP 2020 Implementation:

- As per Kannur University's guidelines, the College adheres to the principles of National Education Policy (NEP 2020).

2. Outcome-Based Education (OBE):

- The college follows an OBE system.

3. Faculty Development:

- Many faculty members are Master Trainers in NEP policy formulation and execution. They serve as convenors, subject experts, and members of the Four-Year Undergraduate Programme set to commence in 2024-25.

By aligning its governance and leadership with its vision and mission, the College ensures the comprehensive development of its stakeholders. It sustains its institutional growth through strategic planning and inclusive practices.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc Response.

The governance structure of Co-operative Arts and Science College, Madayi, ensures effective management and student support. Key roles include the Governing Body, Manager, and Principal, each responsible for strategic direction, operational management, and academic leadership. The college's academic bodies comprise the College Council, Heads of Departments, Faculty, Library, and Staff Council, focusing on policy formulation, curriculum development, teaching, and library services.

Quality assurance is managed by the Internal Quality Assurance Cell (IQAC), monitoring standards and implementing improvements.

Administrative support is provided by the Administrative Staff and the Parent-Teacher Association (PTA), ensuring smooth daily operations and communication.

Specialized committees include the Anti-Ragging Committee and Squad, Internal Complaints Committee, Students Grievance and Ethics Committee, General Discipline Committee, Girls Students Welfare Committee, Planning Board, UGC-RUSA Committee, Student Aid Fund Committee, Internal Examination Committee, Research and IPR Committee, Library Advisory Committee, Tutorial Committee, NSS Advisory Committee, Sports Committee, Alumni Committee, Consultative Committee, Vigilance Committee, and Admission Committee. Each committee has specific responsibilities, such as maintaining discipline, managing financial aid, supporting research, and overseeing admissions, ensuring comprehensive support and governance for the college community.

Co-curricular bodies like the NCC and NSS promote character building, leadership, and community service. The Women's Cell focuses on gender equality and women's welfare.

Short-Term Plan (2018-2023): Focused on enhancing teaching through regular training, curriculum updates, and integrating technology. Initiatives included improving access to educational resources, increasing student engagement in extracurriculars, and fostering parental involvement. Implemented feedback mechanisms for continuous improvement and provided support through mentoring and tutoring.

Long-Term Plan (2018-2028): Aims to define organizational goals with a focus on lifelong learning and academic success. Plans include modernizing facilities, expanding library and research resources, and fostering collaborations with research and industry partners. Emphasizes creating strong alumni networks, engaging in community service, and supporting ongoing professional development for staff.

File Description	Document
Upload Additional information	View Document
Institutional perspective Plan and deployment documents on the website	View Document
Provide Link for Additional information	View Document

6.2.2

Institution implements e-governance in its operations

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	View Document
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	View Document
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

The Institution has Performance Appraisal System , Effective Welfare measures for Teaching and Non-Teaching staff and avenues for career development

Our commitment to attaining excellence at the College is centred on the establishment of a well-structured performance evaluation system intended to assess and recognise the contributions and career development of our staff members.

Annual Performance Appraisal Report (APAR)

Kannur University requires faculty members to submit their Annual Performance Appraisal Report (APAR) detailing academic activities, with approval from the Internal Quality Assurance Cell (IQAC). Promotions are based on APAR assessments, highlighting its critical role in academic staff advancement.

Student Feedback System

The College has established an effective student feedback system to gather valuable input on instructional practices. with the Principal collecting feedback from students about faculty members. The Principal then meets with faculty to address student concerns, ensuring continuous improvement in instruction quality which reflects the institution's commitment to student and staff well-being.

Welfare Initiatives for Employees

Employee satisfaction is a cornerstone of the College, reflected in the implementation of generous welfare initiatives. Under statutory welfare schemes, the institution manages the following schemes for the welfare of our staff:

- Provident Fund accounts
- Housing Rent Allowance
- Group Insurance Scheme
- State Life Insurance
- Medesep
- National Pension Scheme

The teaching and non-teaching staff are granted the following leaves as per the norms of the State Government and the UGC to provide support to the employees:

- Commuted leave
- Leave surrender facility
- Maternity leave
- Paternity leave
- Earned leave
- Medical leave

The institution offers non-statutory welfare schemes, preferring of teaching and non-teaching staff. Festival bonuses and salary advances for staff further contribute to the overall well-being and morale of our college community. It also provides a supportive work environment, robust campus security to our

employees.

- Free Wi-Fi
- Gymnasium
- Playground
- Avenues for Career Development

The institution is committed to advancing the professional expertise of both teaching and non-teaching staff by organizing:

- Faculty development
- Induction programs
- Workshops
- Seminars

This comprehensive performance appraisal system and support structure is designed to maintain the high standards and continuous improvement of the College's academic and administrative staff.

Our institution offers various career progression opportunities, including faculty development programs and Induction programs, workshops, seminars, and a professional appraisal system. All staff benefit from professional and technical training programs, self-appraisal mechanisms and promotions.

Avenues for Career Development:

The College provides various facilities and benefits to its staff, promoting continuous professional development through workshops and training sessions. This commitment enhances staff effectiveness and keeps them updated on work and personal interests

1. Faculty development programs
2. Refresher courses
3. Faculty induction programs
4. Seminars, Webinars and Conferences
5. Faculty MoUs and Collaborations
6. Skill advancement certificate programs
7. Diploma, Bachelor and Master Degree programs
8. Awards and Appreciation.

9. Ph.D. guideship and research-oriented programs.

Our institution's commitment to employee development, including performance appraisals, welfare measures, and career advancements, ensures academic excellence and fosters a thriving staff community.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 1.69

6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	1	1	1

File Description	Document
Policy document on providing financial support to teachers	View Document
Institutional data in the prescribed format	View Document
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	View Document
Audited statement of account highlighting the financial support to teachers to attend conferences / workshop s and towards membership fee for professional bodies	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 58.94

6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
20	11	15	38	38

6.3.3.2 Number of non-teaching staff year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
8	8	3	5	5

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	View Document
Institutional data in the prescribed format	View Document
Copy of the certificates of the program attended by teachers.	View Document
Annual reports highlighting the programmes undertaken by the teachers	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

The institution has established a structured mechanism to ensure effective allocation and utilization of its financial resources. Committees are formed to oversee the optimal utilization of funds, with a focus on mobilizing and administering grants from various sources, including the Government, UGC, Management, and other beneficiaries. The Board of Governors (BoG) plays a crucial role in making pivotal decisions regarding the institution's economic policies. The Manager is entrusted with the responsibility of diligently monitoring the mobilization of funds. To foster participatory management, teachers are assigned responsibilities in areas such as NSS, NCC, Clubs and Cells, Projects, and college extension activities. These teachers are authorized to mobilize and allocate funds within their respective domains. The allocated funds are designated for specific activities, including infrastructure development, research projects, student welfare, academic support, salary disbursements, professional development, and welfare of faculty members.

Various committees have been formed to streamline financial processes and decision-making:

1. **Committee for Infrastructure Development** consisting of the Manager, Principal, IQAC Coordinator, Superintendent, Committee Coordinator, and faculty representative engages in yearly financial planning and formulates an annual budget to meet specific requirements.
2. **Purchase Committee**, led by the Principal, oversees procurement of tenders and manages fund allocation for approved projects. A Purchase Coordinator is designated to handle these responsibilities.

These external audits include:

Departmental Audit: Officials from the office of the Deputy Director of Collegiate Education, Govt. of Kerala, perform departmental audits to verify salary, DCB, attendance, and acquaintance for potential rectifications. The last departmental audit took place in 2021. The minor objections raised were rectified and clarifications were provided.

The annual **audit of the College Management** is conducted by a Chartered Accountant firm to evaluate the financial aspects, including income, expenditure, and fund utilization.

National Service Scheme (NSS) Audit: Chartered Accountant firm conducts an annual audit of the National Service Scheme fund is audited and the statement is forwarded to the Dean of Students Service, Kannur University.

These audits ensure accountability, transparency, and compliance with financial standards, providing a reliable assessment of college's financial health and integrity.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.5 Internal Quality Assurance System

6.5.1

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

The Internal Quality Assurance Cell (IQAC) plays a crucial role in establishing and maintaining quality assurance strategies and processes within the institution. The cell routinely evaluates the teaching and learning processes, operational structures and methodologies, and learning outcomes, documenting incremental improvements across various activities.

- The IQAC at Co-operative Arts and Science College, Madayi is pivotal in developing policies and action plans aimed at enhancing the institution's overall quality.
- The cell diligently monitors academic affairs, including the creation of the academic calendar, oversight of faculty work records, strategic planning, implementation of the National Education Policy (NEP), development of Outcome-Based Education (OBE) policies, and other key initiatives.
- It facilitates faculty participation in development programs, keeping them updated with modern trends and technologies.
- Academic performance is reviewed in PTA meetings, with semester-wise and overall result analyses guiding corrective measures.
- The IQAC supports professional development programs and provides financial assistance for staff participation in seminars.
- Faculty involvement in statutory boards and curriculum design for affiliating and other universities is commendable.
- Regular IQAC meetings contribute to enhanced academic performance.
- At both the college and departmental levels, various collaborative activities are planned and executed, garnering significant appreciation from the local community.
- The IQAC supports NSS and NCC extension activities, which enhance the college's reputation and contribute to university awards and recognition.
- The cell's efforts in preserving local culture and traditions are notable, with programs such as Karkkitaka Peruma, student participation in paddy field learning, and folk-art performances.
- The campus is designed to be Divyangjan-friendly and promotes gender equity.
- IQAC is essential in ensuring quality education by encouraging the introduction of add-on and certificate courses within departments.
- The cell ensures proper documentation, a robust internal evaluation system, and an effective grievance redressal mechanism.
- Effective curriculum delivery and internal assessments are maintained to achieve Program Outcomes (POs), Program Specific Outcomes (PSOs), and Course Outcomes (COs).
- Green campus initiatives are implemented to protect natural flora and fauna, fostering a sustainable ecosystem through effective waste management systems.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.5.2

Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
- 2.Academic and Administrative Audit (AAA) and follow-up action taken**
- 3.Collaborative quality initiatives with other institution(s)**
- 4.Participation in NIRF and other recognized rankings**
- 5.Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: B. Any 3 of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	View Document
NIRF report, AAA report and details on follow up actions	View Document
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	View Document
Link to Minute of IQAC meetings, hosted on HEI website	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

Co-operative Arts and Science college Madayi is deeply committed to achieving gender equity and fostering social transformation through the active participation of all genders. This commitment is evident through the numerous gender sensitivity programs organized by the Internal Quality Assurance Cell (IQAC) in collaboration with the National Cadet Corps (NCC) and the National Service Scheme (NSS). These initiatives are designed to raise awareness and foster an inclusive environment where all students can thrive.

Curriculum integration by Kannur university

The curriculum, designed by Kannur University, is a testament to this commitment. It incorporates themes of gender equity, social justice, and environmental issues into the syllabus of BA English, BA Malayalam, and BA History programs. This integration ensures that students are not only academically equipped but also socially conscious and prepared to contribute positively to society.

Support for female students

A significant aspect of the college's demographic is that the majority of both undergraduate and postgraduate students are female. To address the specific needs and interests of female students, the college has established a Women's Cell and a welfare committee. These bodies are dedicated to safeguarding the interests of female. The Women's Cell is particularly proactive, organizing a variety of activities aimed at empowerment, support, and awareness. This includes workshops, seminars, and interactive sessions that address issues ranging from health and safety to career development and leadership.

1. Committees Addressing Gender Related Issues

These committees primarily focus on promoting gender equity, social well-being, and justice among the students. They also ensure overall equity in general and gender equity and sensitization in particular.

- **Women's Cell**
 - Focuses on addressing the specific needs and interests of female students
 - Organizes empowerment activities, including workshops, seminars, and interactive sessions
- **Student's Grievance and Ethics Committee**

- Addresses grievances and upholds ethics among students
- **General Discipline Committee**
 - Ensures discipline and well-being of students
- **Girls' Students' Welfare Committee**
 - Dedicated to the welfare of female students
- **Anti-Ragging Committee and Anti-Ragging Squad**
 - Prevents and addresses ragging incidents
- **Minority Committee, SC/ST Cell & OBC Cell**
 - Promotes equity and justice for minority, SC/ST, and OBC students

2. Gender Related Policies and Gender Sensitization Action Plan

- **Gender Sensitization Action Plan**
 - Development and implementation of a comprehensive plan to address gender sensitization
 - Regular training and workshops for staff and students on gender issues
 - Monitoring and evaluation of gender-related initiatives and their impact
- **Gender-Related Policies**
 - Establishment of clear policies to promote gender equity and prevent discrimination
 - Enforcement of strict anti-harassment and anti-discrimination policies
 - Provision of support services for victims of gender-based violence and discrimination

3. Gender audit report

The Gender Audit Report has been prepared to assess the college's progress towards creating a gender-inclusive environment. This report evaluates the effectiveness of the college's efforts in promoting gender equity and suggests areas for further improvement, ensuring the institution remains a model of inclusivity and fairness.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.1.2

The Institution has facilities and initiatives for

- 1. Alternate sources of energy and energy conservation measures**
- 2. Management of the various types of degradable and nondegradable waste**
- 3. Water conservation**
- 4. Green campus initiatives**
- 5. Disabled-friendly, barrier free environment**

Response: A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	View Document
Geo-tagged photographs/videos of the facilities.	View Document
Circulars and report of activities for the implementation of the initiatives document	View Document
Bills for the purchase of equipment's for the facilities created under this metric	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

- 1.Green audit / Environment audit**
- 2.Energy audit**
- 3.Clean and green campus initiatives**
- 4.Beyond the campus environmental promotion activities**

Response: B. Any 3 of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	View Document
Policy document on environment and energy usage Certificate from the auditing agency	View Document
Green audit/environmental audit report from recognized bodies	View Document
Certificates of the awards received from recognized agency (if any).	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance

and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

Co-operative Arts and Science College Madayi is committed to fostering an inclusive environment that respects and harmonizes cultural, regional, linguistic, communal, and socio-economic diversities. The college aims to be a diverse community by promoting secularism and acceptance of various moral principles and religious beliefs.

1. Inclusion of the socially backward

- **Special Reservations:** SC/ST and other backward communities receive special reservations during admissions.
- **Support Desks:** Admission and scholarship help desks are available for socially and economically backward students.

2. Inclusion of the Divyangjan

- **Scribes for Disabled Students:** The college provides scribes to assist disabled students.
- **Inclusive Policies:** The institution has policies on Divyangjan, anti-harassment, mentoring, student and staff welfare, and grievance redressal.
- **Cell for Differently Abled Persons:** Promotes equal opportunity, protection of rights, and accessibility to higher education for differently-abled individuals.

3. Additional initiatives

- **‘Walk with a Scholar’ Programme:** Designed for advanced learners.
- **‘Tutorial Scheme’ and Remedial Coaching:** Targeted at slow learners.
- **Student Induction Programme:** Acquaints freshers with the inclusive vision and mission of the institution.

4. Institutional efforts in providing an inclusive environment

Cultural and regional inclusiveness

- **Observance of “Kerala Piravi”:**
 - Regional specialties like traditional Food Fest, AgroFest, and art forms such as Theyyam, Thiruvathira, Mohiniyattam.
- **“Folklore Festival”:**
 - In association with the Folklore Society of South Indian Languages and Kerala Folklore Academy, featuring performances like Theyyam.
- **Nadan Pattu Performances:**
 - Conducted by the Malayalam Association Activities.
- **“Know Your Culture” Programmes:**
 - Includes heritage walks.
- **Observance of “Yoga Day”:**

- Yoga training programmes for students on campus.

Linguistic inclusiveness

- **Language Day Festivals:**
 - Hosted by language departments to celebrate linguistic diversity.
- **Malayalam Language Training Workshop:**
 - For non-teaching faculty in collaboration with the “Bharanabasha Mathrubasha” programme.
- **Book Review Competition:**
 - Held in connection with Reading Day celebrations.

Communal inclusiveness

- **Celebration of Major Festivals:**
 - Including Onam, Christmas, and more.
- **Performance of Religious Art Forms:**
 - Such as Oppana, Margam Kali, Duff Mutt, and Thiruvathirakali in association with Arts Club Activities

Socio economic inclusiveness

- **Free Mid-Day Meal Programme:**
 - Provides deserving students with meals at the college canteen.
- **‘Pothichoru’ Programme:**
 - Students visit old age homes, orphanages, and hospitals to distribute food.

Activities sensitize students and employees to constitutional obligations

- **Blood Donation Camps:** In connection with “World Blood Donor Day” and “World AIDS Day”.
- **Dress Donation Drive and Food Packet Distribution:** In streets and hospitals.
- **Plastic and E-Waste Collection Drives:** Promoting environmental responsibility.
- **Independence Day Observance:** Cleaning drive at Railway Station Payangadi.
- **Observances of Special Days:** Including "Hiroshima Nagasaki Day", "Anti-Drug Day", "World Environment Day", and "Mathematics Day".
- **Social Service and Community Development Activities:** In connection with "Gandhi Jayanti" and "Republic Day".
- **Cleaning Campaign Programmes:** In campus and nearby localities like the railway station as part of “Swacch Bharat Abhiyan”.
- **Voting Rights Awareness and Registration Drive:** Conducted by the "Electoral Literacy Club" for new voters.

By integrating inclusivity into its core values and operations, the college sets a benchmark for social responsibility and equity in education.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.2 Best Practices

7.2.1

Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual

Response:

BEST PRACTICE 1: SAMSKIRITHI: Awareness Program for the students through heritage and Cultural Programs

Objectives of the Practice:

- To Create awareness among students about Kerala heritage and culture
- to promote cultural awareness to the students about the rich heritage and cultural traditions of Kerala, with a focus on the unique aspects of North Kerala.
- To preserve traditional arts and sustain traditional art forms like Maritheyam and Karkkidakapperuma, ensuring they are passed down to future generations.
- To enhance cultural identity by fostering a sense of pride and cultural identity among students by connecting them with their roots and heritage.

The Context

In recent years, there has been a noticeable decline in the awareness and appreciation of heritage and cultural programs among new generation students. The other important contexts are as follows.

- **Modern Lifestyle:** The fast-paced, technology-driven lifestyle has led to a disconnect from traditional practices and cultural heritage.
- **Educational Gaps:** School curriculums often prioritize mainstream academic subjects, leaving little room for cultural education.
- **Western Influence:** Globalization and the pervasive influence of Western culture have overshadowed local traditions and practices.
- **Media and Entertainment:** Modern media and entertainment rarely focus on traditional cultural content, leading to a lack of exposure.
- **Urbanization:** Rapid urbanization has led to the erosion of community-based cultural practices, especially in urban areas.

The Practice

- The practice is very joyful enjoyment and experience to the students. The participation of the students as spectators of the different heritage & cultural activities are itself a part of practice. Students will attend such programs in different season of the year depending on the announcement of such events in an advanced schedule. 'Madayikkavu' is well known for hosting different events through out the year. The programs are as follows:
- **Maritheyam:** is a unique and vibrant form of ritualistic folk dance-theater traditionally performed in North Kerala, particularly in the Malabar region. It is a variation of the larger Theyyam tradition, which encompasses various forms of ritualistic performance art
- **Karkidakapperuma:** refers to the traditional observances and rituals conducted during the Malayalam month of Karkidakam (mid-July to mid-August), often called the 'Month of Ramayana'. It is a period marked by several religious and cultural practices aimed at physical and spiritual rejuvenation
- **Chakyar Koothu** is a classical art form that combines storytelling, satire, and theatrical performance
- **Nangiarkoothu** is a solo performance art form by female artists, traditionally performed in temples.

Evidence of Success

- Improved Academic Performance: Better grades in subjects related to history, arts, and literature & Enhanced critical thinking and analytical skills through exposure to complex cultural narratives.
- Enhanced Creativity: Increase in student participation in creative arts, such as painting, writing, and performing arts & Higher quality and originality in student projects and assignments
- Increased Cultural Awareness and Pride: Students demonstrating a greater understanding of and appreciation for their cultural heritage, and also expressions of pride in their cultural identity, both in and outside of the classroom.

Problems Encountered and Resources Required

1. Student Engagement: Lack of Interest of some students may not initially be interested in cultural programs, especially if they are not familiar with the traditions. And, keeping students focused and attentive throughout the performances can be challenging.
2. **Scheduling Conflicts:** Finding a suitable time for the program that does not conflict with academic schedules or other school activities.
3. Venue and Technical Preparations: Adequate Setup: Ensure the venue is appropriately set up with good visibility, sound, and seating arrangements

BEST PRACTICE 2: GREEN CAMPUS- GREEN LIFE through conservation of biodiversity

Objectives of the Practice:

- To instill a sense of civic responsibility among students through regular campus cleanups, contributing to a cleaner environment
- To increase awareness through educating students and staff about the ecological, cultural, and historical significance of Madayippara through different activities
- To integrate curriculum by incorporate biodiversity conservation topics into the college curriculum, encouraging research and projects focused on local ecology and conservation practices.

The Context

Our college is situated in Madayippara is a laterite hillock located in the Kannur district of Kerala, India. It spans an area of approximately 365 hectares and is situated near the town of Pazhayangadi. This region is part of the larger Ezhimala hills, which are significant both ecologically and historically. Madayippara is renowned for its unique laterite rock formations and diverse ecosystems. The plateau supports various flora and fauna, some of which are endemic to the region. Seasonal changes bring about distinct transformations in the landscape primarily its Flora secondly its Fauna

The Practice

- The practice involves through several impactful ways contributed by the students and faculties to protect our campus in specific and Madayippara in general
- **Nature Clubs:** The club promotes awareness and organize activities focused on conservation and sustainability.
- Students are initiating different sustainable practices on campus like waste management by implementing and participating in waste segregation and recycling programs. They also encourage the use of reusable materials over single-use plastics.
- Campus Greening Initiatives by the students are other practices accountable for green initiatives.

Evidence of Success

- Increased student participation in sustainable and preserving activities. Over the years, students have cultivated mangoes and some vegetables in the kitchen garden, participated in tea leaf plucking and have provided organic vegetables to the College canteen
- Biodiversity Promotion and Campus Beautification: The care and attention given to gardening has led to a thriving and aesthetically appealing plant life in the campus.

Problems Encountered

- Limited interest in the students, faculty, and staff about awareness or interest in sustainability issues, leading to low participation in green initiatives and resistance to change: habits
- Financial constraints, Maintaining consistent and **Biodiversity Concerns**

Resources Required

- Human resource like coordinators, volunteers, technical experts who have well knowledge about biodiversity
- Financial resources to implement the various activities and to initiate the green projects.

Material resources like green infrastructure, recycling bins and waste management system

File Description	Document
Best practices as hosted on the Institutional website	View Document
Any other relevant information	View Document

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Co-operative Arts and Science College, Madayi, is a premier institution dedicated to holistic education and social responsibility. The college integrates Corporate Social Responsibility (CSR) and value education into student experiences, promoting social consciousness and community service. Offering six undergraduate and two postgraduate programs, the college ensures high academic standards with a curriculum that reflects the latest developments. Facilities include smart classrooms, a well-stocked library, advanced computer labs, and excellent sports amenities. The college emphasizes gender sensitization, environmental sustainability, and leadership development, preparing students to be ethical, proactive agents of change.

Commitment to corporate social responsibility (CSR) and value education

- Integration of CSR and value education into student experience.
- Community service projects, volunteer programs, and fundraising campaigns, healthcare, environmental conservation, and poverty alleviation.
- Outreach programs benefiting underprivileged communities like orphanages, special needs schools, and elderly care centres.
- Environmental sustainability efforts: tree planting, waste management, and climate change awareness.

- Value education programs instilling integrity, empathy, and social responsibility.
- Extension activities such as health camps, literacy programs, and environmental conservation initiatives.
- Active NSS and NCC units organizing camps, training programs, and community service activities.
- Opportunities for teamwork, collaboration, and social responsibility.

Academic excellence

- Wide range of undergraduate and postgraduate programs meeting high education standards.
- Highly qualified and dedicated faculty members.
- Regular curriculum updates to incorporate the latest developments.
- Add-on courses enhancing students' employability.
- Institutional scholarships and endowments for meritorious and financially needy students.

Infrastructure facilities

- 6 smart classrooms, well-stocked library, advanced computer lab.
- Excellent sports and recreational facilities: playgrounds, gymnasium, and facilities for indoor and outdoor games.

Gender sensitization and women empowerment

- Dedicated Women's Cell organizing programs and activities on gender issues.
- Workshops, seminars, and awareness campaigns on gender equality, women's rights, and safety.
- Safe and supportive environment with strict policies against harassment and discrimination.

Awards and recognitions

- Various awards and recognitions reflecting commitment to education and social responsibility.

Experiential learning and leadership development

- Emphasis on internships, service-learning courses, and practical projects.
- Development of critical thinking, problem-solving, and leadership skills.

Promoting a green campus

- Tree planting drives, waste management programs, and climate change awareness campaigns.
- Encouragement of sustainable practices among students.
- Creation of a healthy and sustainable learning environment.
- Preparation of students to be responsible global citizens.

File Description	Document
Appropriate web in the Institutional website	View Document
Any other relevant information	View Document

5. CONCLUSION

Additional Information :

‘ANOBHADRA KRTAVO YANTU VISWATAH’ means Let earthly and noble virtues flood upon us from all directions. This is a Vedic mantra (Rig Veda 1.89.1) .The verse gently reminds how all the earthly experiences have something to teach to us. In other words knowledge is present in every experience. This is part of the mantra of Rigveda I-89-i. It is called ‘Swasti Vachan’ Mantra which means that we should get welfare thoughts from everywhere. In fact, the core of Indian culture is the feeling that the living beings of the whole world should be well. The feeling of ‘Vasudhaiva Kutumbakam’ is that the whole world is like a family. Just as the whole family becomes sad due to the suffering of one member. It is a prayer that -let knowledge bring wellbeing to all humans.

The College has this as its motto because the institution upholds the importance of knowledge and how it is manifest all over. It is for each individual to imbibe this and spread this virtue as he progresses in life. The motto of the college “let Earthly virtues flood up on us” Encapsulates the prime aim of the Institution namely that of nurturing responsible, resourceful and respectable citizens with self-discipline, self-confidence, love of learning and ability to think independently.

During the assessment period, the College has achieved several notable feats:

- Four faculty members Awarded Ph.D. 2 members were recognised as Research Guides
- Dr. Ramya K.P ,NSS program officer received Best Program Officer Award from Kannur University.
- Adarsh P.M ,Department of History received Best NSS volunteer Award from Kannur University.
- NSS Unit of CAS College Madayi received Special Appreciation from State NSS cell for conducting successful Anti-drug awareness program.
- Shravan Sukesh Department of Management Studies received Best Cadets Award from NCC Battalion payyannur.
- 7 Students got Medals in National Sports Events.

In addition to provide facilities for the College Community, the same are extended for the benefit of the neighbouring folk also. During the previous years, the College infrastructure was used for many Community Services.

Concluding Remarks :

Aanobhadra krtavo yantu ‘ viswatah means Let earthly and noble virtues flood upon us from all directions. This is a Vedic mantra (Rig Veda 1.89.1) .The verse gently reminds how all the earthly experiences have something to teach to us. In other words knowledge is present in every experience. This is part of the mantra of Rigveda I-89-i. It is called ‘Swasti Vachan’ Mantra which means that we should get welfare thoughts from everywhere. In fact, the core of Indian culture is the feeling that the living beings of the whole world should be well

Co-operative Arts and Science College Madayi places a significant focus on Outcome-Based Education,

fostering a student-centric environment, prioritizing their holistic development through dedicated initiatives. Upholding the motto 'Education for Total Liberation' as the core of its educational philosophy, the college exhibits an unwavering commitment to the holistic development of the student. By integrating innovative teaching methodologies, mentorship programs and internships, the institution offers a dynamic learning experience to the students ensuring that every aspect of the academic journey aligns with practical skills, knowledge acquisition, and real-world application. Over the years, Co-operative Arts and Science College Madayi has carved a niche among higher educational institutions in Malabar by fulfilling the educational aspirations of the people of Kannur.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.2.1	<p>Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)</p> <p>Answer before DVV Verification :</p> <p>Answer After DVV Verification :40</p> <p>Remark : DVV has considered the supporting document and made changes accordingly</p>																				
1.2.2	<p><i>Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years</i></p> <p>1.2.2.1. Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>379</td> <td>373</td> <td>381</td> <td>305</td> <td>383</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>376</td> <td>363</td> <td>328</td> <td>254</td> <td>306</td> </tr> </tbody> </table> <p>Remark : DVV has considered the supporting document and made changes accordingly</p>	2022-23	2021-22	2020-21	2019-20	2018-19	379	373	381	305	383	2022-23	2021-22	2020-21	2019-20	2018-19	376	363	328	254	306
2022-23	2021-22	2020-21	2019-20	2018-19																	
379	373	381	305	383																	
2022-23	2021-22	2020-21	2019-20	2018-19																	
376	363	328	254	306																	
1.3.2	<p>Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)</p> <p>1.3.2.1. Number of students undertaking project work/field work / internships</p> <p>Answer before DVV Verification : 455</p> <p>Answer after DVV Verification: 434</p> <p>Remark : DVV has considered the supporting document and made changes accordingly</p>																				
2.1.1	<p>Enrolment percentage</p> <p>2.1.1.1. Number of seats filled year wise during last five years (Only first year admissions to be considered)</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	2022-23	2021-22	2020-21	2019-20	2018-19															
2022-23	2021-22	2020-21	2019-20	2018-19																	

280	288	256	243	240
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Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
280	287	254	232	237

2.1.1.2. Number of sanctioned seats year wise during last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
298	302	273	243	240

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
308	306	273	251	249

Remark : DVV has considered the supporting document and made changes accordingly

2.1.2 Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

2.1.2.1. Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
40	45	41	32	35

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
135	137	134	96	104

2.1.2.2. Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
53	54	51	45	45

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
159	156	153	115	115

Remark : DVV has considered the supporting document and made changes accordingly

2.4.1 Percentage of full-time teachers against sanctioned posts during the last five years

2.4.1.1. Number of sanctioned posts year wise during the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
32	33	35	36	37

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
34	35	37	38	39

Remark : DVV has considered the supporting document and made changes accordingly.

2.4.2 Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

2.4.2.1. Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
30	31	33	30	27

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
29	30	32	29	26

Remark : DVV has considered the supporting document and made changes accordingly

3.1.1 Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

3.1.1.1. Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	.6	21.0496

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19

0	0	0	0	0
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Remark : DVV has considered the supporting document and made changes accordingly and has not considered UGC Grants for Faculty Improvement Programme and Contingency Grand for Faculty under FIP as they are not Research Grant hence made output as 0

3.3.1 Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

3.3.1.1. Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
20	5	7	4	2

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
06	13	5	7	6

Remark : DVV has considered the supporting document and made changes accordingly

3.3.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

3.3.2.1. Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
32	5	8	2	15

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
21	11	5	8	17

Remark : DVV has considered the supporting document and made changes accordingly

3.4.3 Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

3.4.3.1. Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
51	39	11	7	6

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
19	10	04	04	02

Remark : DVV has considered the supporting document and made changes accordingly

3.5.1 ***Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.***

Answer before DVV Verification :

Answer After DVV Verification :22

Remark : DVV has considered the supporting document and made changes accordingly and taken only functional or valid MOUs taking 2022-23 as a base year.

5.1.4 ***The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases***

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: B. 3 of the above

Remark : DVV has considered the supporting document and made changes accordingly.

5.3.2 **Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)**

5.3.2.1. **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
73	60	41	67	57

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
08	05	06	08	05

Remark : DVV has considered the supporting document and made changes accordingly and taken events happening in the same month as one event only

6.3.2 Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

6.3.2.1. Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
20	11	15	38	38

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	1	1	1

Remark : DVV has considered the supporting document and made changes accordingly and has taken only those teachers to whom financial assistance of 2000 or more has been provided.

6.5.2 Quality assurance initiatives of the institution include:

- 1. Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
- 2. Academic and Administrative Audit (AAA) and follow-up action taken**
- 3. Collaborative quality initiatives with other institution(s)**
- 4. Participation in NIRF and other recognized rankings**
- 5. Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Answer before DVV Verification : A. Any 4 or more of the above

Answer After DVV Verification: B. Any 3 of the above

Remark : DVV has considered the supporting document and made changes accordingly.

7.1.3 Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

- 1. Green audit / Environment audit**
- 2. Energy audit**
- 3. Clean and green campus initiatives**
- 4. Beyond the campus environmental promotion activities**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: B. Any 3 of the above

Remark : DVV has considered the supporting document and made changes accordingly.

2.Extended Profile Deviations

ID	Extended Questions																				
1.1	<p>Number of teaching staff / full time teachers during the last five years (Without repeat count): Answer before DVV Verification : 58 Answer after DVV Verification : 57</p>																				
1.2	<p>Number of teaching staff / full time teachers year wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>34</td> <td>35</td> <td>37</td> <td>38</td> <td>39</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>33</td> <td>34</td> <td>36</td> <td>37</td> <td>38</td> </tr> </tbody> </table>	2022-23	2021-22	2020-21	2019-20	2018-19	34	35	37	38	39	2022-23	2021-22	2020-21	2019-20	2018-19	33	34	36	37	38
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