IN TRUTH IN LOVE

PAVANATMA COLLEGE
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MURICKASSERY

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MURICKASSERY ESTD.1982

ANNUAL QUALITY ASSURANCE REPORT
2015 - 2016

PAVANATMA COLLEGE

MURICKASSERY, KERALA

Idukki (District), Kerala, PIN-685604.
NAAC Re-Accredited A Grade College
(Affiliated to Mahatma Gandhi University)
www.pavanatmacollege.org email: mail@pavanatmacollege.org

PAVANATMA COLLEGE MURICKASSERY

Idukki (District), Kerala, PIN-685604.

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Submitted to

National Assessment and Accreditation Council, Bangalore

Contents

Part - A

1 Details of the Institution

1.1	Name of the Institution	PAVANATMA COLLEGE
1.2	Address Line 1	MURICKASSERY
	Address Line 2	IDUKKI DISTRICT
	District	IDUKKI
	State	KERALA
	Pin Code	685604
	Institution e-mail address	pavanatma@yahoo.co.in
		mail@pavanatmacollege.org
	Contact Nos.	0486 8263235
	Name of the Head of the Institution	Dr. Johnson V.
	Tel. No. with STD Code:	0486 8263235
	Mobile:	082817 24204
	Name of the IQAC Co-ordinator:	Dr. Saji Joseph
	Mobile:	09446801060
	IQAC e-mail address:	pavanatma.iqac@gmail.com
1.3	NAAC Track ID	KLC0GN10035
1.4	NAAC Executive Committee No. & Date:	EC/40/RA/17 dated 17 October 2006
1.5	Website address:	www.pavanatmacollege.org
	Web-link of the AQAR:	https://www.pavanatmacollege.org/assets/images/uploads/KLCOGN10035_AQAR20152016.pdf

1.6   Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	Three star		2000	5 years
2	2nd Cycle	B+		2006	5 years
3	3rd Cycle	A		2016	5 years

1.7   Date of Establishment of IQAC :   01/06/2005

1.8   AQAR for the year   2015-16

1.9   Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

1   AQAR 2014-2015 submitted on   18-02-2016

1.10   Institutional Status

University   State   ☐
                                         Central   ☐
                                         Deemed   ☐
                                         Private   ☐

Affiliated College   Yes ✓   No ☐
Constituent College   Yes ☐   No ☐
Autonomous college of UGC   Yes ☐   No ☐
Regulatory Agency approved In-   Yes ☐   No ☐
stitution

Type of Institution   Co-education ✓
                                    Men   ☐
                                    Women   ☐

Financial Status	Grant-in-aid	
	UGC 2(f)	✓
	UGC 12B	✓
	Grant-in-aid + Self Financing	✓
	Totally Self-financing	

1.11   Type of Faculty/Programme

Arts	✓
Science	✓
Commerce	✓
Law	
PEI (Phys Edu)	
TEI (Edu)	
Engineering	
Health Science	
Management	
Others (Specify)	DTP (Community College)

1.12   Name of the Affiliating University: Mahatma Gandhi University Kottayam

1.13   Special status conferred by Central/ State Government– UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University	
University with Potential for Excellence	

DST Star Scheme	
UGC-Special Assistance Programme	
UGC-Innovative PG programmes	
UGC-COP Programmes	
UGC-CPE	
UGC-CE	
DST-FIST	

2 IQAC Composition and Activities

2.1	No. of Teachers	9
2.2	No. of Administrative/Technical staff	2
2.3	No. of students	1
2.4	No. of Management representatives	1
2.5	No. of Alumni	0
2. 6	No. of any other stakeholder and community representatives	1
2.7	No. of Employers/ Industrialists	0
2.8	No. of other External Experts	2
2.9	Total No. of members	16
2.10	No. of IQAC meetings held	12
2.11	No. of meetings with various stakeholders:	8

Faculty	6
Non-Teaching Staff	1
Students	1
Alumni	0

Others | 0 |

2.12   Has IQAC received any funding
        from UGC during the year?

Yes [   ]   No   [✓]

If yes,   mention   the   [   ]
           amount

2.13   Seminars and Conferences (only quality related)

   (i)   No. of Seminars/Conferences/ Workshops/Symposia orga-
          nized by the IQAC

          Total Nos | 17 |
          International | |
          National | |
          State | |
          Institution Level | 17 |

   (ii)   Themes

          1   Graduate Attributes & Preparation of Grade Cards
          2   Student Mentoring
          3   ICT Enabled Teaching
          4   Communication Skills
          5   Library Resources - Nlist Digital Library
          6   Curriculum Planning & Implementation
          7   Teaching Learning Strategy of PCM
          8   Quality Assurance Procedures of PCM
          9   LaTeX

10 KNIMBUS, inflibnet, Google Scholar

11 Planning & Implementation of Outreach activities

12 Curriculum Planning and Implementation Process

13 College Management Software

14 Grading and Accreditation

15 Systems & Procedures of PCM for quality maintenance

16 Efforts of Outreach cell

17 Functions of IQAC student wing

2.14 Significant Activities and contributions made by IQAC

1 Implemented the policies contained in Pavanatma Quality Manual (PQM)

2 Streamlined grade card for assessment of Graduate Attributes

3 Took measures to make stakeholders aware of Disciplinary policy and classroom code of conduct

4 Teacher Performance Record details made more comprehensive

2.15 Plan of Action by IQAC/Outcome

	Plan of Action	Achievements
1	Initiate a programme 'Performance Appraisal' (Personal Interview of the Faculty/Staff with the Principal and IQAC Coordinator for briefing the activities at the end of the academic year and future plans)	Implemented

2	Initiate a programme 'Annual Day' to present the annual reports of all clubs, cells and forums before the stakeholders	Implemented
3	Construction of new Ladies' Hostel	Implemented
4	Construction of new Auditorium	Implemented
5	Modification of Conference Hall	Implemented
6	Construction of Indoor stadium	Under progress
7	Commencement of new UG programmes B.Sc. (Petrochemicals), B.A. Economics and PG programme M.A. History	Implemented

2.16   Whether the AQAR was placed in statutory body

Yes	✓
No	
Management	✓
Syndicate	
Any other body (Staff Council)	✓

Provide the details of the action taken

1   Staff Council held discussion on the AQAR and approved for its submission before the Administrative Council.

2   Administrative Council approved the AQAR 2015-16 and granted permission for final submission.

Part - B

1 Criterion - I: Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added/ Career Oriented programmes
PhD	0	0	0	0
PG	5	1	3	0
UG	9	2	3	0
PG Diploma	0	0	0	0
Advanced Diploma	1	0	1	1
Diploma	3	1	2	3
Certificate	3	0	3	3
Others	0	0	0	0
Total	21	4	12	7
Interdisciplinary	10	2	3	1
Innovative	0	0	0	0

1.2

1.2.1 Flexibility of the Curriculum

Name of Programme	B. Com.
Nature of Programme	CBCSS

Core Course	Commerce
Elective option	Financial Management
	VAT: Concepts and Practices
	Income tax: Assessment and procedure
	Income tax: Law and Practices
Complementary	
Open option	Environmental History in Indian Context
	Applicable Mathematics
	Energy and Environmental Studies
	Chemistry in Everyday Life
	Physical Health and Life skills Education
Name of Programme	B.A. History
Nature of Programme	CBCSS
Core Course	History
Elective option	Forest Management
Complementary	Economics
	Statistics
Open option	Fundamentals of Accounting
	Applicable Mathematics
	Energy and Environmental Studies
	Chemistry in Everyday Life
	Physical Health and Life skills Education
Name of Programme	B.A. Malayalam
Nature of Programme	CBCSS
Core Course	Malayalam
Elective option	Magazine Journalism
Complementary	Journalism
Open option	Fundamentals of Accounting

Name of Programme	B.Sc. Chemistry
Nature of Programme	CBCSS
Core Course	Chemistry
Elective option	Environmental Chemistry
Complementary	Mathematics
	Physics
Open option	Fundamentals of Accounting
	Applicable Mathematics
	Energy and Environmental Studies
	Environmental History in Indian Context
	Physical Health and Life skills Education
Name of Programme	B.Sc. Mathematics
Nature of Programme	CBCSS
Core Course	Mathematics
Elective option	
Complementary	Computer applications
	Operations Research
Open option	Fundamentals of Accounting
	Chemistry in Everyday Life
	Energy and Environmental Studies
	Environmental History in Indian Context
	Physical Health and Life skills Education
Name of Programme	B.Sc. Physics
Nature of Programme	CBCSS
Core Course	Physics
Elective option	Nanoscience & Nanotechnology

Complementary	Computer applications
	Mathematics
Open option	Fundamentals of Accounting
	Chemistry in Everyday Life
	Applicable Mathematics
	Environmental History in Indian Context
	Physical Health and Life skills Education
Name of Programme	B.A. English Literature and Communication Studies
Nature of Programme	CBCSS
Core Course	English Literature, Communication Studies
Elective option	
Complementary	Sociology
Open option	Fundamentals of Accounting
	Chemistry in Everyday Life
	Applicable Mathematics
	Environmental History in Indian Context
	Physical Health and Life skills Education
	Energy and Environmental Studies
Name of Programme	B.A. Economics
Nature of Programme	CBCSS
Core Course	Economics
Elective option	Marketing Management
Complementary	History
	Sociology
Open option	Food Science
	Basic Principles of Journalism
	Fundamentals of Economics
Name of Programme	B.Sc. Petrochemicals

Nature of Programme	CBCSS
Core Course	Economics
Elective option	Marketing Management
Complementary	History
	Sociology
Open option	Food Science
	Basic Principles of Journalism
	Fundamentals of Economics
Name of Programme	M.Com.
Nature of Programme	CS
Elective option	International Finance
	Financial Markets and Derivatives
	Security Analysis and Portfolio Management
Name of Programme	M.Sc. Chemistry
Nature of Programme	CS
Elective option	Advanced Organic Chemistry
	Advanced Inorganic Chemistry
	Advanced Physical Chemistry
Name of Programme	M.A. Malayalam
Nature of Programme	CS
Elective option	
	Jana Samskara Padanam
	Paribhasha: Sidhanthavum Prayogavum
	Sthree Paksha Rachanakal
	Pothu Sahithya Sameepanangal

Name of Programme	M.Sc. Mathematics
Nature of Programme	CS
Elective option	Operations Research
	Combinatorics
	Analytic Number Theory
	Mathematical Economics
Name of Programme	M.A. History
Nature of Programme	CS
Elective option	
	Ancient Civilizations of West Asia
	India: The Making of a Colony
	Landmarks in Environmental History of India
	Diplomatic History of USA

1.2.2 Pattern of programmes:

Pattern	Number of programmes
Semester	14
Trimester	0
Annual	7

1.3 Feedback from stakeholders

Alumni	✓
Parents	✓
Employers	✓
Students	✓

Mode of feedback

Online	
Manual	✓
Co-operating schools (for PEI)	

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

<div align="center">

No

</div>

1.5 Any new Department/Centre introduced during the year. If yes, give details.

1	Economics	New UG programme BA Economics

2 Criterion - II: Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
29	24	5	0	0

2.2 No. of permanent faculty with Ph.D

<div align="center">

7

</div>

2.3   No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
25	0	0	0	0	0	1	0	26	0

2.4   No. of

Guest faculty	
Visiting faculty	
Temporary faculty	26

2.5   Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	5	19	5
Presented papers	2	10	3
Resource Persons	0	2	0

2.6   Innovative processes adopted by the institution in Teaching and Learning:

- Slip Test

- Monthly Lecture Series (History Dept.)

- LaTeXnotes (Maths Dept.)

15

- Gegebra presentation.

- Question & Answer session made mandatory at the beginning of the class to improve the communication skill of students.

- Students are encouraged to conduct seminars using Powerpoint or LaTeX presentations with the help of LCD projectors to familiarize them with ICT.

- More emphasis on assignments, seminars and projects.

- Group assignments group projects and discussions are encouraged.

- Regular use of ICT and e-resources in teaching process to make it more appealing and informative.

2.7 Total No. of actual teaching days during this academic year

$$\boxed{191}$$

2.8 Examination/ Evaluation Reforms initiated by the Institution

- Results of Internal Examinations are published on the website without bearing names of the students. Only identification key is the Registration/Class number.

- Class mentors assess the performance of the students in the learning process.

- Question-answer session has been made mandatory at the beginning of the lectures to assess student performance.

- Answer scripts of class tests are returned to the students after evaluation for their self-analysis.

- A senior faculty member has been appointed as the controller of examinations to coordinate all activities related to IA and EA.

- Use of MS-Excel based application to automate the process of grade entry and result analysis.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

curriculum restructuring	1
curriculum revision	1
syllabus development	1

2.10 Average percentage of attendance of students

94.54

2.11 Course/Programme-wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction *%	I** %	II*** %	III ****%	Pass %
B.Sc. Physics	32	6.25	50			56.25
B.Sc. Maths	29	21	21	27	14	83
B.Sc. Chemistry	38		36.84	31.57		68.42
B.A. History	31		61	13	1	75
B.A. English†	†	†	†	†	†	†

B.Com	49	20	40	30	10	100
B.A. Malayalam	43		75		1	76
B.A. Economics†	†	†	†	†	†	†
B.Sc. Petrochemicals†	†	†	†	†	†	†
M.Com	18	16.67	61.12			77.78
M.Sc. Chemistry	23	8.7	52.2	17.36		78.26
M.Sc. Maths	9	11	45	33		89
M.A. Malayalam	17		53	35.3		88.3
M.A. History†	†	†	†	†	†	†

* Grade A+

** Grades A, and B+

*** Grades B, C+

**** Grades C, D

† New programme, Results not available.

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching - Learning processes

- Collects and analyzes annual reports from CPIC and Departments.

- Collects feedback from faculty and students on the effectiveness of the implemented curriculum.

- Makes sure that class mentors always follow student performance by collecting monthly report from them in this regard.

- Organizes suitable orientation/bridge courses to freshers so that they are sufficiently warmed up to meet the requirements of the curriculum.

- Conducts workshop for freshers on effective use of the institutional resources such as Library to improve the teaching learning process.

- Organizes various enrichment programmes envisaged in the curriculum.

- IQAC trains teachers in the use of ICT in the classroom and in the preparation of teaching materials to contribute to improving the curriculum.

- Makes sure that the teaching/learning resources for the effective implementation of the curriculum are available to students and faculty.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefited
Refresher courses	2
UGC - Faculty Improvement Programme	0
HRD programmes	0
Orientation programmes	5
Faculty exchange programme	0
Staff training conducted by the university	1
Staff training conducted by other institutions	2
Summer / Winter schools, Workshops, etc.	9
Others	3

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Library Staff	1	2	0	0
Administrative Staff	6	4	0	2
Technical Staff	4	0	0	0

3 Criterion - III: Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- A Research Committee functions in the college for the promotion of research of faculty and students.

- It monitors Key Performance Indicators such as no. of publications, no. of minor and major projects, patents etc. yearly.

- The Research Committee informs the faculty about minor and major research projects from funding agencies like UGC, through e-mail.

- The committee recommended to award prize to best student projects from each department.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				

Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		7		
Outlay in Rs. Lakhs		7.55		

3.4 Details on research publications

	International	National	Others
Peer Review Journals	2		
Non-Peer Review Journals		2	30
e-Journals		1	
Conference proceedings			

3.5 Details on Impact factor of publications:

Range	
Average	2.248
h-index	109
Nos. in SCOPUS	

3.6 Research funds sanctioned and received from various funding agencies, industry and other organizations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	2014-16	UGC	755000	602500
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
Any other(Specify)				
Total			755000	602500

3.7 No. of books published

With ISBN No   `5`

Chapters in Edited Books   ` `

Without ISBN No.   `2`

3.8   No.   of University Departments receiving funds from

UGC-SAP	
CAS	
DST-FIST	
DPE	

3.9   For colleges

Autonomy	
CPE	
DBT Star Scheme	
INSPIRE	
CE	
Any other	

3.10   Revenue generated through consultancy

0

3.11   No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		2	1	1	28
Sponsoring agencies		College UGC	UGC	College	College

3.12   No. of faculty served as experts, chairpersons or resource persons

11

3.13   No. of collaborations

International	1
National	7
Any other	

3.14   No. of linkages created during this year

1

3.15   Total budget for research for current year in lakhs :

From Funding agency	6.025
From Management of University/College	0.25
Total	6.275

3.16   No. of patents received this year

Type of Patent	Number
National	
International	
Commercial	

3.17   No. of research awards/ recognitions received by faculty and research fellows of the institute in the year

Total	Inter national	National	State	University	Dist	College

3.18 No. of faculty from the Institution who are Ph. D. Guides

☐

3.19 No. of Ph.D. awarded by faculty from the Institution

☐

3.20 No. of Research scholars receiving the Fellowships

JRF	☐
SRF	☐
Project Fellow	☐

3.21 No. of students Participated in NSS events:

University level	35
State level	☐
National level	☐
International level	☐

3.22 No. of students Participated in NCC events:

University level	9
State level	12
National level	2
International level	☐

3.23   No. of Awards won in NSS:

University level   [ ]

State level   [ ]

National level   [ ]

International level   [ ]

3.24   No. of Awards won in NCC:

University level   [2]

State level   [ ]

National level   [ ]

International level   [ ]

3.25   No. of Extension activities organized

University forum   [ ]

College forum   [17]

NCC   [1]

NSS   [2]

Any other   [ ]

3.26   Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

Sl. No.	Activity	Coordinated by	Target group
1	Inter-School Science Quiz Competition	Science Forum	Higher Secondary Students of Idukki District

26

2	30 hours Remedial English Classes	Pavanatma English Academy	High School Students of the locality
3	HISTO-INTERFACE (Interface meeting with tribals)	Dept. of History	Tribes in Marayoor
4	Eco Seminar for SHGs	Dept. of History	SHG in the locality
5	PAVANATMA-FARMERS SOLIDARITY (Dry Rubber Content (DRC) testing facility)	Dept of Chemistry	Farmers of the locality
6	PAVANATMA-FARMERS SOLIDARITY (Soil testing facility to farmers)	Dept of Chemistry	Farmers of the locality
7	Enrichment Programme in Mathematics	Dept of Maths	Higher Secondary students of the locality
8	Idukki District Senior Wrestling Championship	Dept of Physical Education	Senior Wrestlers of Idukki District
9	Idukki District Junior Wrestling Championship	Dept of Physical Education	Junior Wrestlers of Idukki District

10	Idukki District Sub-Junior Wrestling Championship	Dept of Physical Education	Sub-Junior Wrestlers of Idukki District
11	TPS(Training Partner Scheme) of ASAP	College, Dept of Higher Education, Kerala	Students from various districts of Kerala.
12	Language correction and editing of thesis and other Project works	Sr Molly M. A., Sr Jolly K. V.	M.Phil, Ph.D and M.Sc. Nursing students
13	Elocution training	Sr Jolly K. V.	Students of the locality
14	Seminars on life skills, values etc	Sr. Jolly K. V., Sr Molly M. A., Ronia Sales	Mothers, PTA, Students, Sunday School Staff of the locality

4 Criterion - IV: Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	100,123 m^2	m^2		100,123 m^2

Class rooms	27	0		27
Laboratories	7	1	Mgmt.	8
Seminar Halls	1	1	Mgmt.	2
Auditorium	0	1	Mgmt. UGC	1
Outdoor stadium	0	1	Mgmt. UGC	1
Ladies' Hostel	1	1	Mgmt. UGC	2
No. of important equipments purchased ($\geq$ 1.0 $lakhs$) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs) TOTAL			6.56775 0.51 7.07775	Mgmt Govt.
Others 1. Computer 2. Furniture 3. Stationery, Audiovisual			Mgmt. Govt. Mgmt. Mgmt.	1.55430 1.568 3.32410 2.62

4.2   Computerization of administration and library

- Proprietary software Colsoft has already been installed for automating the administrative process.

- Proprietary software Libsoft is in use for automating the Library.

- Digital Library is already functioning.

4.3   Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	13696 4991*	 590000*	253 811*	108396 100000*	13949 5802*	 690000*
Reference Books	1351 1213*	 200000*	 10*	 25000*	 1223*	 225000*
e-Books	97000+ 1345 *				97000+ 97000+	
Journals	81 15*	35390			81 15*	35390
e-Journals	6000	5000			6000	5000
Digital Database	300				300	
CD & Video	85 17 *					
Others (specify)						

∗ – Items in Department Libraries.

4.4   Technology upgradation (overall)

	Total Com- puters	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart ments	Others
Existing	75	36	70	5	0	7	20	7
Added	2	0	0	0	0	0	2	0
Total	77	36	70	5	0	7	22	7

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

Sl. No.	Theme	Target Group	Organized by
1	Graduate Attributes Preparation of Grade Cards	Faculty	IQAC
2	ICT Enabled Teaching	Faculty	IQAC
3	Library Resources Nlist Digital Library	Faculty & Students	IQAC
4	LaTeX	Faculty	IQAC
5	KNIMBUS, Inflibnet, Google Scholar	Faculty & Students	IQAC
6	College Management Software	Admin. Staff	IQAC
7	Emerging Trends in ICT-Enabled Teaching Learning Process	Faculty	Dept. of Computer Science

| 8 | E-Journals and E-Resources | Faculty & Students | Library Committee |

4.6 Amount spent on maintenance in lakhs :

i) ICT	1.5543
ii) Campus Infrastructure and facilities	80.22133
iii) Equipments	10.40686
iv) Others	4.18800
Total	96.37049

5 Criterion - V: Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Conducted Induction Programme at the commencement of the academic programme to give awareness.

- Information on support service available in the college Website.

- Class mentors and student mentors are entrusted with the task of making awareness among students about different support services.

- Conducted One-day Orientation Programme which had a session devoted to discussing different support services of the college.

5.2 Efforts made by the institution for tracking the progression

- Feedback from alumni.

- E-mail database of all students is kept at the library and the CGAP cell regularly sends e-mail to all alumni to track student progression.

5.3

(a) Total Number of students

UG	845
PG	139
PhD	
Others	

(b) No. of students outside the state

0

(c) No. of international students

0

(d) Men

No	%
323	32.8

(e) Women

No	%
661	67.2

(f) Student profile

Last Year						This Year					
General	SC	ST	OBC	PC*	Total	General	SC	ST	OBC	PC*	Total
655	49	24	116	2	846	772	77	23	108	4	984

* Physically Challenged

(g) Demand ratio

Program	Demand ratio (All options)	Demand ratio (First options only)
B. A. English	16.5	2.8
B. A. Malayalam	7.4	1.5
B.A. History	22.7	2.9
B. Sc. Chemistry	19.4	3.0
B. Sc. Physics	16.2	2.1
B. Sc. Maths	12.4	2.1
B. Com.	45.8	8.0
UG TOTAL	21.3	3.5
M. A. Malayalam	7.7	1.6
M. Sc. Chemistry	22.7	0.5
M. Com.	38.4	5.5
M. A. History	5.1	0.5
M. Sc. Maths	10.7	1.3
PG TOTAL	18.5	2.0
GRAND TOTAL	20.6	3.1

(g) Dropout %

1.21

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- Two-Day Workshop on "GD and Interview Skills" by GIAL on 9-10 Dec. 2015 (Pavanatma Finishing School).

- One-Day Career Guidance Programme on "Personality and Soft Skill Development" by Ratheeshkumar S., HR Trainer on 16 Dec. 2015.

- "HIGHER EDUCATION OPPORTUNITIES" Counselling by Dr. Mathew K. Varghese.

No. of students beneficiaries | 200 |

5.5   No. of students qualified in these examinations

NET	5
SET/SLET	3
GATE	
CAT	
IAS/IPS	
PSC	
UPSC	
Others	15

5.6   Details of student counselling and career guidance

- The class mentor gives timely guidance to the students in all academic matters.

- Special academic counseling by the class mentor is given to differently abled, SC/ST, OBC, and minority students

- Women's cell arranges counseling session to girl students.

- Counselling cell offers the service of external counsellor for the benefit of all students.

No. of students benefited | 150 |

5.7 Details of campus placement

On campus			Off campus
Number of Organiza- tions Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
7	200	50	

5.8 Details of gender sensitization programmes

- Objectives of Gender Sensitization programmes (Seminar) by Dr. B. Sindhu, Coordinator, Women Cell

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level	14
National level	4
International level	

No. of students participated in cultural events

State/ University level	4
National level	
International level	

5.9.2 No. of medals /awards won by students in Sports, Games and other events

State/ University level	26
National level	5
International level	

No. of medals /awards won by students in cultural events

State/ University level	1
National level	
International level	

5.10   Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	230	221600
Financial support from government	548	694250
Financial support from other sources(PTA)	7	15000
Number of students who received International/ National recognitions	1(INSPIRE schlp)	180,000

5.11   Student organized / initiatives

Fairs :	State/ University level	
	National level	
	International level	
Exhibition:	State/ University level	
	National level	
	International level	

5.12   No. of social initiatives undertaken by the students

8

Sl. No.	Activity	Description
1	Passion for Life	Distribution of Passion fruit saplings to local people.
2	Background of Idea	Organic farming drive among local people.
3	Anti Plastic Campaign	Awareness programme among local people.
4	Campus & Neighbourhood Cleaning	Enviroment protection campaign among local people.
5	Organinc farming	Awareness programme among local people.
6	HISTO-INTERFACE	Interaction Programme with Tribes in Marayoor.
7	Eco Seminar for SHGs	Awareness Programme for SHGs in the locality.
8	PAVANATMA-FARMERS SOLIDARITY	Agricultural Lab Testing Facility for Farmers of the locality.

5.13   Major grievances of students (if any) redressed:

6 Criterion - VI : Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

6.1.1 Vision of Pavanatma

A vibrant, enlightened, and responsible community founded on a relentless pursuit of excellence.

6.1.2 Mission of Pavanatma

1. Assist the individual in fostering spiritual and humane values to become a blessing to the society and to the nation at large.

2. Enable individuals to become intellectually powerful, socially responsible, emotionally mature and self-reliant.

3. Infuse a genuine love for Nature and interest in protecting the Environment.

4. Inculcate sound moral values in the individual.

5. Be a pioneer in providing quality cum holistic education, responsive to the needs of the society.

6.2 Does the Institution have a management Information System

No

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- Feedback on curriculum is taken from students and alumni to design enrichment programmes.

6.3.2 Teaching and Learning

- Monitor the College's performance through the attainment of Key Performance Indicators KPIs (no. of applications received, graduate employment within 1 year)

- Manage underperformance through remedial coaching, bridge courses, counselling etc.

- Observe student activities through mentoring, FAs, SAs, reports of faculty-in-charge etc.

6.3.3 Examination and Evaluation

- Grade system adopted for evaluation.

- Internal assessment made an integral part of the evaluation.

6.3.4 Research and Development

- Monitor the College's performance through the attainment of Key Performance Indicators KPIs (no. of patents, no. of publications in peer reviewed journals, no. of awards, no. of books published, no. of seminars attended, no. of sessions chaired in national/international conferences, no. of Ph. D., no. of Minor and Major Research Projects undertaken etc.)

6.3.5 Library, ICT and physical infrastructure / instrumentation

- INFLIBNET subscription for more access to e-resources.

- NME-ICT for enhanced data availability.

6.3.6   Human Resource Management

- Capacity building of staff through training and retraining.

- Opportunity for career advancement.

6.3.7   Faculty and Staff recruitment

- Recruitment of the best available faculty from among the applicants.

- Guest lecturers appointed to fill vacant faculty positions till government sanctions received to fill vacancies.

6.3.8   Industry Interaction / Collaboration

- Increase the number of ethical collaborations with the industry without creating conflicts of interest.

- CGAP cell was entrusted with the duty of linking with industry for better campus placements.

6.3.9   Admission of Students

- The Admission Committee and the Equal Opportunity Cell were entrusted with the duty of collecting information on the profile of students admitted and give summary reports to the Principal and the IQAC for framing future admission policy of the institution.

6.4   Welfare schemes for

Teaching staff	13
Non-teaching staff	12
Students	7

6.5   Total corpus fund generated

837000

6.6 Whether annual financial audit has been done

Yes	✓
No	

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	NAAC	Yes	IQAC academic audit team
Administrative	Yes	NAAC	Yes	IQAC administrative audit team

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes

Yes	
No	✓

For PG Programmes

Yes	
No	✓

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Not Applicable

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

> Not Applicable

6.11 Activities and support from the Alumni Association

- The institution has a two tier alumni association, department alumni associations and the college level alumni association PAA (Pavanatma Alumni Association), actively involved in the ISR activities of the institution.

- They give feedback on curriculum and information regarding placement.

6.12 Activities and support from the Parent - Teacher Association

- Give feedback on ISR activities, student support services, and enrichment programmes.

- Support the institution financially for organizing various orientation programmes for students.

6.13 Development programmes for support staff

- Training programme on computer, office packages by IQAC resource team.

- Annual spiritual animation programme.

- The technical staff in the Physics and Chemistry laboratories have been given adequate training by various suppliers for the proper maintenance and upkeep of the equipment.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- All buildings have been made well-ventilated to minimize the use of fans. ACs are non-existent in the campus.

- Instead of incandescent lamps and fluorescent tubes, CFLs are being used.

- Surface water flowing naturally under gravity is collected in the tanks using hoses to the maximum extend possible, without using motor pumps.

- A bio-gas plant has been installed in the Women's hostel to meet the energy needs partially.

- Water sheds have been constructed across the campus to ensure the availability of surface water throughout the year.

- An eco-friendly check dam without using concrete has been constructed in the campus for harvesting and reserving the available surface water resource.

- A herbal garden consisting of different types of medicinal plants is being maintained in the campus.

- A garden is being maintained in the central courtyard.

- Clubs like Bhoomithra Club and Nature Club plant and maintain tree saplings across the campus.

- Most part of the 25 acres wide campus does not have any building and contain thousands of trees like pepper, coffee, coconut, areca nut, rubber etc., which help keep the environment green and cool.

- Many practicals in the campus are done by simulations to minimize the creation of e-waste. For example, the microprocessor programming lab of the Dept. of Physics uses only computer simulations without using the microprocessor toolkit in its effort to reduce e-waste.

- Waste bins are placed at different points across the campus for collecting degradable and non-degradable waste separately.

7 Criterion - VII : Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Initiated 'Thanksgiving Day'- All Co-Ordinators of various clubs and forums and Heads of all Departments present reports of the activities undertaken that year before students, staff and management. After each presentation, Principal gives memento to the Coordinator or HoD.

- Framed Classroom code of conduct and Campus code of conduct. They are being displayed in all classrooms at a prominent place for the notice of all students.

- Framed disciplinary policy of the institution- A well-defined disciplinary policy of the institution has been finalized and included in the PQM.

- Started an international research journal PESQUISA. The Resesarch Committee took intiative to start a multi-disciplinary research journal for the promotion of original research in all disciplines.

- Walk With Scholar (WWS)- Specialized mentoring programs for students (Advanced Learners) in Under Graduate Programs in Arts, Science and Commerce and to provide guidance for their future. 30 new

students from various Departments have been selected as Mentees along with 30 other mentees selected in the previous year and they are being provided with intensive training on various academic and non academic spheres. 15 hours each of internal mentoring and external mentoring sessions are being given to all mentees in an year.

- Teacher Performance Record (TPR) is filled by each faculty daily, it is verified by HoDs and countersigned by the Principal every month. It is a record of all the acitivities done by the faculty.

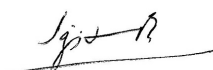- PAVANATMA ENVIRONMENTAL AND ENERGY AUDIT: Conducted by Thalir Nature Club on-1. Energy use 2. Greenhouse gas (GHG) inventory 3. Energy: Renewable and source profile 4. Water use, tracking and feedback 5. Recycling systems 6. Food procurement 7. Indoor air quality 8. Hazardous wastes 9. Custodial chemical use 10. Conservation and Restoration 11. Campus planning and construction 12. Transportation infrastructure and incentives 13. Purchasing tools and strategies 14. Curriculum for environmental studies, Campus culture and environmental awareness

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

	Plan of action	Status
1	Complete the construction of Seminar Hall	Implemented
2	Complete the construction of Auditorium	Implemented
3	Commence classes for newly introduced UG & PG programmes	Implemented
4	Construction of New IQAC Hall	Implemented
5	Rejuvenation of Student wing of IQAC	Implemented
6	Initiate External Peer team visit	Implemented
7	Submit SSR for NAAC peer team visit	Implemented

| 8 | Start an international research journal | Implemented |
| 9 | Complete the construction of Outdoor stadium | Implemented |

7.3 Give two Best Practices of the institution

Details are given in annexure i.

7.4 Contribution to environmental awareness / protection

- College offers an open course 'Energy and Environmental Studies' which has many modules devoted to the use of renewable energy sources and the imminent depletion of non-renewable fossil energy sources.

- A garden is being maintained in the central courtyard.

- World Environment Day and other special days are being observed in the college by organizing different programs and competitions for creating awareness among stakeholders.

- Clubs like Bhoomithra Club and Nature Club plant and maintain tree saplings across the campus.

- Most part of the 25 acres wide campus does not have any building and contain thousands of trees like pepper, coffee, coconut, areca nut, rubber etc., which help keep the environment green and cool.

7.5 Whether environmental audit was conducted?

Yes   ✓

No

PAVANATMA ENVIRONMENTAL AND ENERGY AUDIT: Conducted by Thalir Nature Club

- Energy use

- Greenhouse gas (GHG) inventory

- Energy: Renewable and source profile

- Water use, tracking and feedback

- Recycling systems

- Food procurement

- Indoor air quality

- Hazardous wastes

- Custodial chemical use

- Conservation and Restoration

- Campus planning and construction

- Transportation infrastructure and incentives

- Purchasing tools and strategies

- Curriculum for environmental studies

- Campus culture and environmental awareness

8 Plans of institution for next year

- Strengthen the programme 'Performance Appraisal' (Personal Interview of the Faculty/Staff with the Principal and IQAC Coordinator for briefing the activities at the end of the academic year and future plans)

- Complete the Construction of new Ladies' Hostel with UGC aid

- Strengthen the ICT facility of the institution.

Name: Dr. Saji Joseph   Name: Dr. Johnson V

Signature of the Coordinator, IQAC   **Signature of the Chairperson, IQAC**

Best Practices

1   Best institutional practice–I

1.1   Title of the Practice: Teacher Performance Record (TPR)

1.2   Goals

1. Optimize teaching and learning process.

2. Improve the quality of instruction by ensuring accountability for classroom performance and teacher effectiveness.

3. Contribute to successful achievement of the goals and objectives of the College.

4. Provide a basis for instructional improvement through productive teacher performance appraisal and professional growth.

1.3   The context

- Assessment of the effectiveness of teaching quantitatively is a difficult task.

- Even when the Key Performance Indicators(KPIs) are well defined and measurable, it will only give the assessment of overall institutional performance.

- To assess the performance of individual teachers, it is necessary to quantify his/her contributions in various aspects of teaching and learning process.

1.4   The practice

The submission of Teacher Performance Record (TPR) by each teacher is a system of self-appraisal devised by IQAC. The format of TPR was developed in accordance with the UGC guidelines for maintenance of standards in higher education 2010. The teachers are required to fill up the columns in the TPR

each day showing the details of the work done on that day and get the entries verified by the HoD. The TPR has provisions to show:

- Teaching-learning and evaluation related entries

    - Classroom teaching, practical, assignment, project work

    - Field work and guidance of students, FA related works, SA related works

    - Invigilation, question paper setting, evaluation/ assessment of answer scripts

- Extension and co-curricular related entries

    - co-curricular, extension and field based activities

    - participation in academic and administrative committees and responsibilities

    - participation in seminars, conferences, short term training courses

    - talks, lectures, membership of association, dissemination and general articles

- Research and academic contributions

    - Research Papers published in Refereed/non-Refereed Journals

    - Work on ongoing sponsored major/minor projects, Consultancy offered

- Training programmes and refresher courses

    - Workshops, Training, Teaching-Learning Evaluation and Technology Programmes

    - Soft Skills Development Programmes and Faculty Development Programmes

The faculty submit the filled up TPR before the HoD, who after verification submits it to the IQAC each month. Objectivity is brought to the self-appraisal system by assigning appropriate weightages/scores to different aspects assessed in the appraisal. At the end of the semester, the grades and weightages are added to obtain a final grade, which is a clear indication of the effectiveness of the performance of the faculty. The score given to each activity is identical to that suggested by the UGC regulations 2010, but without the ceiling of maximum score suggested in the regulations.

The IQAC collects the filled up TPR, calculates the score of each teacher and finds out the average score of the institution. The faculty with scores less than the average score of the institution is intimated that their performance fall below the average performance of the institution.

1.5 Evidence of success

The following facts stand as testimony of the achievement of the objectives of the practice:

- Clarity in the teacher performance requirements.

- Teachers try to perform above the institutional average, thereby improving the overall institutional performance.

- TPR can be used as an indicator for career advancement.

1.6 Problems encountered

- A spreadsheet application has to be created for grade calculation.

- Performance data of all faculty members have to be entered to get the individual and institutional grades.

1.7 Resources required

- Printing costs.

- Services of a coordinating faculty for grade calculation.

- Minimal Computational facility with spreadsheet application for grade calculation.

1.8 Contact details

Name of the Principal:	Dr. Johnson V
Name of the Institution:	Pavanatma College, Murickassery.
City:	Idukki (District)
Pin Code:	685604
Accredited Status:	A
Work Phone :	04868 263235
Fax:	04868 263235
Website:	www.pavanatmacollege.org
E-mail :	mail@pavanatmacollege.org
Mobile:	+91 8281724204

2 Best institutional practice–II

2.1 Title of the Practice: Grade Card for Graduate Attributes

2.2 Goals

1. To assess quantitatively, the attainment of desired graduate attributes in students.

2.3 The context

- The expectation that graduates are able to demonstrate the attributes needed for learning, work, and life is shared by employers, the community and graduates alike.

- Pavanatma has accepted and responded to this expectation by defining a list of desired graduate attributes, requiring that these are embedded in all college programs.

- However, assessing graduate attributes has proven to be a major challenge for the college, since the examination system of the University does not incorporate parameters needed for the assessment of these parameters.

- Pavanatma has devised a system that can quantitatively measure the attainment of desired attributes by a graduate.

2.4   The practice

The graduate attributes of Pavanatma are listed below.

Knowledge and Skills	In-depth and extensive knowledge and understanding of their disciplines. Equipped with theoretical, practical and technical skills to meet career needs. Ability to apply discipline/professional skills and knowledge in the workplace. Equipped with an inter disciplinary perspective.
Application of knowledge	Able to create new knowledge and opportunities for learning through the process of research and inquiry. The ability to use a basic range of established techniques to analyze information and propose solutions. Search for, evaluate and use information to develop their knowledge and understanding. Have a lifelong thirst for knowledge and learning.
Communication skills	The ability to communicate accurately and reliably to a range of audiences.

Autonomy and professional capacity	Qualities and transferable skills necessary for further study, employment, and community involvement requiring: a) the exercise of personal responsibility and decision-making. b) the ability to work in a group. c) the ability to identify their own learning needs and to select an appropriate program of further study.
Social Responsibility	behaviour consistent with academic integrity and social responsibility. awareness and appreciation of social and cultural diversity. law abiding and morally upright individuals. empathetic to the less privileged and needy. responsive to social issues.
Entrepreneurial Traits	Confident and skillful to take up responsibilities and challenges. Shows high endurance and optimism in setbacks. Meets targets and deadlines.
Proficiency to Apply Modern Technologies	Capacity to use appropriate technologies recognizing their advantages and limitations. Awareness of technological innovations and advancements.

All the academic and extra curricular activities of Pavanatma are intended to achieve the graduate attributes. Apart from the syllabus supplied by the university, these activities include:

- activities of various clubs and forums

- sports and games

- cultural events

- activities of students' union and department associations

- activities of 'outreach' and NSS

- value education programme

- initiatives of finishing school

- activities of NCC

Pavanatma monitors the learning outcomes of students through the following methods.

- Analysis of grades obtained in Formative Assessment FA, Internal Assessment IA and External Assessment EA is conducted by IQAC. A minimum grade letter equivalent to 'Average performance' is needed to assess that the learning objectives have been achieved in the case of a learner.

- The components assessed in the FA and SA are selected such that the grades indicate whether the learning outcomes are achieved or not.

The learning objectives and their assessment methods are detailed below:

Learning objectives	Assessment methods
Knowledge and understanding of their disciplines	Class Tests
	Internal and external examinations
Theoretical, practical and technical skills	Laboratory performance
	Practical examinations (IA, EA)
Apply skills and knowledge in the workplace	Assignments
	Projects
Inter disciplinary perspective	Tests for complementary courses and open courses Debates, GDs
Research and inquiry	Assignment evaluation Project evaluation Article review evaluation
The ability propose solutions	Question-answer session Assignment evaluation

	Performance in the laboratory Problem-solving sessions
Search for information to develop knowledge and understanding	Assignment evaluation
	Project evaluation
Thirst for knowledge and learning	Question-answer session
	Assignment evaluation
Communication skills	Question-answer session Seminar Debates GDs
Personal responsibility and decision-making	Group project
	Activities in clubs and forums Seminar evaluation
The ability to work in a group	Group project evaluation Group assignment evaluation Involvement in clubs and forums Involvement in association activities
The ability to identify learning needs	Assessment of library and e-resource usage

Behavior and social responsibility	Assessment of class mentor
	Assessment of value education course
Appreciation of social and cultural diversity	Assessment of class mentor
	Assessment of value education course
Morally upright individuals	Assessment of class mentor
	Assessment of value education course
Empathetic to the less privileged and needy	Assessment of the value education course
	Assessment of the involvement in 'outreach'
Responsive to social issues	Assessment of the involvement in Nature club, NSS, Students' union
Confident take up responsibilities	Assessment of the involvement in clubs, association
	Assessment of the skill in organizing cultural events, fests

Meets targets and deadlines	Assessment of punctuality in submitting assignments Assessment of attendance
Proficiency to Apply Modern Technologies	Assessment of the use of ICT during seminar Performance in the laboratory Use of e-resources

- The class mentor prepares the grade card based on the assessment of each component of the learning objectives and submit it to the IQAC.

- For underperformers, remedial coaching and counselling services are extended so that they are able to meet the quality standards of Pavanatma.

2.5   Evidence of success

The following facts stand as testimony of the achievement of the objectives of the practice:

- Objectivity in the assessment of the attainment of graduate attributes.
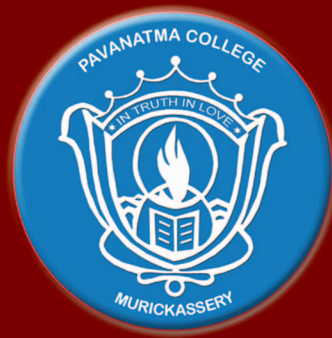
2.6   Problems encountered

- Assessment of some of the attributes are still subject to the best judgment of the Class Mentor.

- Data of all students on all aspects have to be entered into the spreadsheet application.

2.7   Resources required

- Clerical assistance for data entry.

- Printing costs of grade cards.

2.8   Contact details

Name of the Principal:	Dr. Johnson V
Name of the Institution:	Pavanatma College, Murickassery.
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PAVANATMA COLLEGE

MURICKASSERY, KERALA