



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		CARMEL COLLEGE, MALA
Name of the head of the Institution		Dr.Licy A.D
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		04802890247
Mobile no.		9048365295
Registered Email		carmelnaac@gmail.com
Alternate Email		carmelcollege@rediffmail.com
Address		Carmel College, Mala, Thrissur
City/Town		Mala
State/UT		Kerala
Pincode		680732
<b>2. Institutional Status</b>		

Affiliated / Constituent	Affiliated
Type of Institution	Women
Location	Rural
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Dr.Sr.Rini Raphael
Phone no/Alternate Phone no.	04802894706
Mobile no.	7034609210
Registered Email	carmelnaac@gmail.com
Alternate Email	carmelcollege@rediffmail.com

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="https://www.carmelcollegemala.ac.in/public/link/1614325793.pdf">https://www.carmelcollegemala.ac.in/public/link/1614325793.pdf</a>
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### 4. Whether Academic Calendar prepared during the year

if yes,whether it is uploaded in the institutional website: Weblink :	Yes  <a href="https://www.carmelcollegemala.ac.in/public/link/1622654087.pdf">https://www.carmelcollegemala.ac.in/public/link/1622654087.pdf</a>
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### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
3	A	3.22	2016	19-Jan-2016	18-Jan-2021
2	A	3.03	2010	28-Mar-2010	27-Mar-2015
1	B++	81	2004	04-Nov-2004	03-Nov-2009

### 6. Date of Establishment of IQAC

12-Aug-2005
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### 7. Internal Quality Assurance System

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

An Orientation Programme for Faculty on Revised Assessment and Accreditation Framework of NAAC	04-Nov-2019 1	95
Seminar on Importance of Intellectual Property Right	13-Dec-2019 1	17
Revised Accreditation Process of NAAC	07-Jan-2020 1	89
A State level webinar on Basic Office Procedures	22-May-2020 1	116
<a href="#">View File</a>		

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	B. Voc Programme	UGC	2020 0	568000
Institution	B. Voc Programme	UGC	2020 0	5396000
Institution	Scholarship	State	2020 0	6194310
Institution	Salary	State	2020 0	27295643
Institution	NSS	State	2020 0	67000
Institution	NCC	State	2020 0	334078
Institution	ASAP	State	2020 0	70360
Institution	SSP	State	2020 0	80250
Institution	KSCSTE	State	2020 0	20000
Institution	WWS	State	2020 0	304150
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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

5

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	<a href="#">View File</a>
<b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No

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

- Participation in NIRF
- Organization of workshops and seminars for staff
- Motivational Programmes like Insight
- NET Orientation Programmes for PG students
- Timely implemented Feedback System
- Participation in Swatchatha Ranking

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**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achivements/Outcomes
To organize workshops, seminars to promote quality excellence	Organized seminars and orientation sessions for faculty, students and other stakeholders. Encouraged departments to conduct seminars/ workshops on various themes . Some events include National Seminar on Significance of bioresource conservation in the present scenario, National seminar on Understanding Gender relations in everyday life, Importance of Intellectual Property Right, National Seminar on Data Analytics and Research Methodology etc.
To enable Learner centric and technology improved Environment for teaching and learning process (Teaching Learning Process)	Increased 110mbps bandwidth to ensure the data availabilty for academic purposes.44 computers were added to the IT infrastructure. IQAC regularly monitores the teaching learning process through submitting teaching plan, teachers diary etc. Encouraged to adopt more particpatory learning methods
Introduce more Programmes and certificate courses Curriculum enhancement	B. Voc Agriculture Programme introduced. 10 certrificate/ Diploma/ Add on Courses completed,
To organize more student support initiatives	814 students availed scholarships and freeships, organized 24 Career Oriented capacity building and skill enhancement programmes, conducted various sports and cultural programmes

To improve infrastructure and learning resources	Established B. Voc Laboratories, added conference halls, Toilets in each floor
To promote community development programmes	Local women were trained in Tailoring and Book binding through the Carmel Extension Centre, LED training to Kudumbasree members, linkage with old age homes and care centres for differently-abled, Engaged in Flood relief activities in neighbourhood communities
To create an ecosystem for innovations	Promoted participation in YIP and IIC, Internal-external mentoring and workshops to enhance personal, soft and technical skills have been organized as part of WWS, SSP and ASAP, fostered academic collaborations with other premier institutions and industries for internships, projects and faculty/student exchange programmes
To promote research culture	Govt. Funds were mobilized for students research projects, Dr Sr. Sinjumol Thomas, Research Guide of Botany has identified 11 new plant species
Conduct of Academic and Administrative Audit	Academic and Administrative Audit was conducted in which external experts committee from different streams put forward their creative suggestions for the attainment of excellence
To prepare for the IV cycle of NAAC Assessment and Accreditation	IQAC organized orientation programme on "Revised Assessment and accreditation Framework of NAAC - An Overview" on 4.11.2019 for the academic and administrative staff. An interactive session with Mr. Jain J Therattil, IQAC team member, St. Aloysius College, Elthuruth was conducted to ensure the effective preparation for assessment.
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<b>14. Whether AQAR was placed before statutory body ?</b>	Yes
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Name of Statutory Body	Meeting Date
Board of Management	12-Jul-2020

<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	No
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<b>16. Whether institutional data submitted to AISHE:</b>	Yes
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Year of Submission	2019
Date of Submission	25-Feb-2019
<b>17. Does the Institution have Management Information System ?</b>	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	The institution makes use of the MIS for the execution of some of the most important activities, namely, 1) Notifying the students and parents about important information. 2) Hourly attendance of the students is marked using the SMS. 3) For effective administrative efficiency, e governance is practiced in all possible spheres. 4) The college website is regularly updated and periodically updated. 5) Marking of attendance of the faculty is now done using biometric fingerprint scanner

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

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

The curriculum designed by the University of Calicut is followed by the institution for the programmes offered except for B.Voc programmes and Diploma Course, the latter offered by the Community College, where the faculty of the college contributes to syllabus framing. All the academic activities of the institution are charted as per the academic calendar prepared in tune with the affiliating university's academic schedule. The syllabus of all programmes is detailed in the college calendar and website for easy access to students. Formulation of a master timetable, department-wise action plan and semester-wise teaching plan is also assured. All the faculty maintain a teacher's diary as a record of their day-to-day teaching activities. To ascertain that the students have a sound grasp of the curriculum followed, various measures, starting from class-wise orientation on the programme specific and course outcomes, bridge course to new entrants, discipline-specific lectures/workshops/seminars, and routine participative classroom activities are undertaken earnestly. ICT integrated teaching, experience promoting educational ventures like field trips, study tours, industrial visits, internships, projects/dissertations, add-on/certificate courses also contribute to the productive transfer of knowledge. The institution has a lucidly charted mechanism for assessing the effectiveness of curriculum delivery including periodic class tests, two internal examinations, assignments and seminars and timely feedback on the same. The class tutors are entrusted with identifying the slow and advanced learners and providing them with requisite guidance to up-skill their academic performance. Tutorial and mentoring sessions, advanced and remedial coaching and peer-tutoring in addition to the adoption of initiatives like SSP, WWS, ASAP are extended to students for informed academic orientation. Monthly department meetings spearheaded by the Head, common staff meetings, PTA

meetings and stakeholders' feedback helps gauge the progress and effectiveness of curriculum delivery. Additionally, assessment on the same is carried out by the College Council, IQAC and Academic coordinators. The IQAC undertakes quality evaluation through internal and external academic audits, verification of teaching plan and teacher's diary and conduct of annual workshops/orientation for faculty to upgrade their professional acumen. The institution also ensures that suggestions for improvement/changes in curriculum are conveyed to the Board of Studies of Affiliating University through the faculty of the college representing the body.

#### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
Solid Waste Management	Nil	09/10/2019	180	Nil	Skill Development
Value Education Course in Personality Development	Nil	08/08/2019	365	Nil	Skill Development
Value Education Course in Values and Society	Nil	03/07/2019	365	Nil	Skill Development
Value Education Course in Values for a Successful Life	Nil	08/07/2019	365	Nil	Skill Development
Nil	Diploma in Computer Application	02/09/2019	180	Employability	Skill Development
Nil	Diploma in GST	16/08/2019	180	Employability	Skill Development
Nil	Diploma in Ornamental Fish Farming	18/09/2019	180	Employability	Skill Development

### 1.2 – Academic Flexibility

#### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	FEN2B02 - Advanced English Grammar	06/06/2019
BA	HIS2 B02 - Trends In Indian Historiography	06/06/2019
BA	POL2B02 - Concepts of Political Science	06/06/2019
BA	SGY1B01 - Basics Of	06/06/2019

	Sociology	
BSc	BOT2B02T - Microbiology, Mycology, Lichenology & Plant Pathology	06/06/2019
BSc	CHE5D01 - Environmental Chemistry	06/06/2019
BSc	MTS1B01 - Basic Logic and Number Theory	06/06/2019
MA	ENG2 CO5 - Twentieth century British Literature up to 1940	17/06/2019
MSc	BOT02CT08 - Plant Ecology, Conservation Biology, Phytogeography and Forest Botany	17/06/2019
MCom	MCM2C09 - International Business	17/06/2019
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MA	English	17/06/2019
BSc	Botany	06/06/2019
BSc	Chemistry	06/06/2019
BSc	Mathematics	06/06/2019
BSc	Applied Physics	06/06/2019
BSc	B. Sc Zoology	06/06/2019
BBA	BBA	06/06/2019
BCA	BCA	06/06/2019
BCom	Computer Application	06/06/2019
BCom	Finance	06/06/2019
BVoc	Software Development	06/06/2019
BVoc	Multimedia	06/06/2019
BVoc	Banking Financial Service and Insurance	06/06/2019
BVoc	Accounting and Taxation	06/06/2019
BVoc	Fashion Technology	06/06/2019
BVoc	Agriculture	18/09/2019
BA	History	06/06/2019
BA	Political Science	06/06/2019
BA	Sociology	06/06/2019
BA	Functional English	06/06/2019



MSc	Botany	17/06/2019
MSc	Chemistry	17/06/2019
MSc	Mathematics	17/06/2019
MA	Sociology	17/06/2019
MA	History	17/06/2019
MCom	M. Com	17/06/2019
MCom	M. Com Batch II	17/06/2019

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

	Certificate	Diploma Course
Number of Students	1349	79

## 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Fundamentals of Refrigeration	06/06/2019	26
Language Acquisition Skills	01/08/2019	29
Essential Communication Skills	03/12/2019	11
Additional Skill Acquisition Programme	19/06/2019	34
Walk With A Scholar Programme	01/08/2019	90
Scholar Support Programme	01/08/2019	40
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### 1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCom	Finance	94
BA	Political Science	17
BSc	Botany	34
BSc	Chemistry	37
BSc	Mathematics	42
BSc	Applied Physics	32
BSc	Zoology	54
BCA	BCA	39
BBA	BBA	28
BCom	Computer Application	67
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## 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

The institution abides by a coherent mechanism to collect and analyze stakeholders' feedback and effect constructive changes in areas required. Detailed feedback, specific to curriculum, teacher performance and other institutional provisions is taken from students, faculty, parents and alumnae from the end of IQAC. Feedback on the curriculum in terms of grooming students with employability skills are also obtained from the side of employers by the IQAC. A satisfaction survey of students and teachers on institutional provisions is conducted at the end of the academic year. The report on results generated from the statistical assessment of feedback is communicated to the Principal and from there to the Manager. Action taken report on the same is also filed. In addition to the same, the Heads of the departments ensure timely collection of student feedback on faculty performance, once in each semester and overall performance of the department, annually, based on the quality parameters suggested by the IQAC. The feedback thus collected are analyzed by the HoD, who shall maintain a report on the same for submission to the IQAC as and when required. Each faculty also collect personal feedback from students on their teaching once each semester. The department level PTA meeting is utilized to collect feedback and suggestions from parents on curriculum, teaching quality, the overall performance of the department, which are then taken up for detailed deliberation at the PTA Executive Committee meeting. Feedback on curriculum, infrastructural facilities, and institutional performance is also obtained from the alumnae during annual alumnae association meetings. The stakeholders' feedback serves as a beneficial tool to identify areas that require improvement and those that stand out in terms of quality.

**CRITERION II – TEACHING- LEARNING AND EVALUATION**

**2.1 – Student Enrolment and Profile**

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BSc	Botany	40	1410	32
BSc	Chemistry	40	1017	22
BSc	Mathematics	48	519	20
BSc	Applied Physics	29	300	20
BSc	Zoology	29	187	19
BCA	Bachelor of Computer Application	24	121	9
BBA	Bachelor of Business	40	168	20

	<b>Administration</b>			
BCom	Computer Application	48	211	31
BCom	Finance	60	667	50
BVoc	Software Development	50	39	16
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## 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1346	228	75	19	9

## 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
103	103	19	69	69	201012

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

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

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

As part of the proactive student-welfare measures, the institution has drawn a policy on mentoring to be abided by all faculty cum mentors of the institution. The mentor-mentee system adopted serves to extend guidance to students in their personal and academic growth. Each mentor is allotted a maximum of 16-20 students as mentees, with whom the mentor shall establish a purposeful and healthy relationship throughout their period of study in the institution. In addition to the hour specifically assigned per week for mentoring, mentors also have the liberty to meet with their mentees as and when the need arises. Ensuring the growth of mentees into self-sufficient individuals by keeping track of their progress in personal and academic domains, ensuring their mental wellbeing, helping them identify and channel their strengths productively and overcome weaknesses is of utmost priority of each mentor. Mentors maintain a Mentor's Diary to document each meeting with mentees and are also mandated to ascertain the confidentiality of the correspondence. The mentoring policy of the institution underscores the etiquette to be followed by a mentor in assisting the mentees assigned to their care. If the mentee is undergoing a severe predicament that is beyond the obligation of the mentor to advise/guide on, the same is brought to the immediate knowledge of authority concerned who shall ensure them proper channels of assistance and counselling.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1574	103	1:15

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

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

103	103	0	75	16
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2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr. Sr. Kochuthressia K P	Assistant Professor	Best Educationist Award, Achievers Association for Health Educational Growth, New Delhi
2019	Dr.Sr. Rini Raphael	Assistant Professor	Ph. D from Bharathidasan University, Tamil Nadu
2020	Dr. Jismy Joseph	Assistant Professor	Ph. D from M G University, Kottayam

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## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BSc	BSBO	VI	31/03/2020	30/04/2020
BSc	BSCH	VI	31/03/2020	30/04/2020
BSc	BSMA	VI	31/03/2020	30/04/2020
BSc	BSAP	VI	31/03/2020	30/04/2020
BSc	BSZO	VI	31/03/2020	30/04/2020
BCA	BCAP	VI	31/03/2020	30/04/2020
BBA	BBAD	VI	31/03/2020	30/04/2020
BCom	BCCA	VI	31/03/2020	30/04/2020
BCom	BCFI	VI	31/03/2020	30/04/2020
BVoc	BVSD	VI	31/03/2020	30/04/2020

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

Continuous internal evaluation is ascertained at the institutional level to affirm consistency in the quality academic performance of students. The evaluation is based on student performance in the internal examinations, periodic class tests, timely submission/presentation of assignment, seminar/viva voce, and attendance/classroom performance. The academic calendar is strictly adhered to by the departments in furnishing the teaching plan, completing the syllabus and conducting the allied academic activities. Students are guaranteed easy access to educational resources and allowed adequate time

for study and revision. Identification of slow and advanced learners based on their academic performance is carried out by the class tutors and auxiliary measures including special classes, peer-tutoring, advanced and remedial coaching, and surprise tests are adopted to up-skill each category of learners. Regular monitoring of learners' responses to these supplementary methods of teaching and their progress is also undertaken as part of internal evaluation. Earnest efforts to address the concerns of academically underperforming students are taken by the tutor as well as the mentor. Two internal examinations per semester are conducted under the supervision of the Examination Committee to test students' comprehension of the subject and analytical/critical skills. Students who fail to attend either of the examinations owing to genuine reasons are allowed another chance with a different set of question paper. Prompt evaluation of answer scripts and publication of marks are also assured. As part of the assessment process, students are given informed feedback on their performance and progress in academics by the concerned faculty.

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

The academic activities of the institution are conducted as per the institution's academic calendar formulated in tune with that of the affiliating university. Before the commencement of an academic year, the Academic Calendar Committee and IQAC, summoned by the principal, collaborates to codify the academic calendar that details the annual action plan of the institution. The calendar, thus prepared, is published in the college handbook and made available to both staff and students. Schedules for the conduct of internal and external examinations, commemorative days and events, holidays, publication of results, dates of commencement and closing of semesters, college closing and re-opening etc are specified in the college calendar. The departments adhere to the prescribed schedule in charting department wise annual action plan and semester-wise teaching plan. The Examination Committee of the institution oversees the conduct of internal examinations by systematically charting the timetable and dates for preparation/submission of question papers, completion of evaluation and publication of mark list on the department notice board. Students are informed in advance about the schedule of examinations to allow adequate time for study and preparation. Departments comply with the schedule to execute timely completion of syllabus, allocate and evaluate assignments/seminars/practical as prescribed in the syllabus, and conduct auxiliary academic and non-academic activities as per the action plan.

**2.6 – Student Performance and Learning Outcomes**

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

<https://www.carmelcollegemala.ac.in/outcome>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BVSD	BVoc	Software Development	22	14	63
BCFI	BCom	Finance	54	45	83
BCCA	BCom	Computer Application	46	30	65

BBAD	BBA	BBA	28	18	64
BCAP	BCA	BCA	20	16	80
BSZO	BSc	Zoology	25	13	52
BSAP	BSc	Applied Physics	32	16	50
BSMA	BSc	Mathematics	42	39	93
BSCH	BSc	Chemistry	37	33	89
BSBO	BSc	Botany	34	22	65
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## 2.7 – Student Satisfaction Survey

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

<https://www.carmelcollegemala.ac.in/survey>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Students Research Projects (Other than compulsory by the University)	180	KSCSTE	7000	7000

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### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Importance of Intellectual Property Right	Zoology	13/12/2019
Photo editing and Retouching	B. Voc Multimedia	01/08/2019
Ethical Hacking cyber Security	BCA	02/08/2019
Image Processing Techniques	BCA	02/09/2019
ANDROID	B. Voc Software Development	23/09/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nil	NIL

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### 3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
0	0	0	NA	NA	Nil

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### 3.3 – Research Publications and Awards

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

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
English	1
Zoology	1
Mathematics	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Botany	6	2.04
International	Chemistry	1	1.24
International	Malayalam	1	7.17
National	Statistics	1	0.79
International	Computer Science	2	0.37

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#### 3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
English	1
Malayalam	2

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#### 3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Strobilanthes carmelensis (Acanthaceae), a new species from the	Sinjumol Thomas	WEBBIA	2019	3	Department of Botany, Carmel College, Mala	2

Western Ghats of India						
Hyperparameter Optimization and Regularization on Fashion MNIST Classification	Greeshma K V	IJRTE	2019	0	Department of Computer Science, Carmel College, Mala	10
Fashion MNIST Classification based on HOG feature descriptor using SVM	Greeshma K V	IJITEE	2019	0	Department of Computer Science, Carmel College, Mala	12
A new species of Strobilantes (Acanthaceae) from the Western Ghats, India	Sinjumol Thomas	Taiwania	2020	3	Department of Botany, Carmel College, Mala	3
Notes on Strobilantes hescuspidata with reinstatement of Endopogonversicolor (Acanthaceae)	Sinjumol Thomas	Plant Science Today	2020	4	Department of Botany, Carmel College, Mala	0
A New Section (Begonia Sect. Flociferae Sect. Nov.) and Two New Species In Begoniaceae from The Western Ghats of India	Sinjumol Thomas	Edinburgh Journal of Botany	2019	2	Department of Botany, Carmel College, Mala	2

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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the	Name of	Title of journal	Year of	h-index	Number of	Institutional
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Paper	Author		publication		citations excluding self citation	affiliation as mentioned in the publication
A new species of Strobilanthes (Acanthaceae) from the Western Ghats, India	Sinjumol Thomas	Taiwania	2020	5	3	Department of Botany, Carmel College, Mala
Fashion MNIST Classification based on HOG feature descriptor using SVM	Greeshma K V	IJRTE	2019	0	12	Department of Computer Science, Carmel College, Mala
Hyperparameter Optimization and Regularization on Fashion MNIST Classification	Greeshma K V	IJRTE	2019	0	10	Department of Computer Science, Carmel College, Mala
Strobilanthes carmelensis (Acanthaceae), a new species from the Western Ghats of India	Sinjumol Thomas	WEBBIA	2019	Nil	2	Department of Botany, Carmel College, Mala
A New Section (Begonia Sect. Flociferæ Sect. Nov.) and Two New Species in Begoniaceae from The Western Ghats of India	Sinjumol Thomas	Edinburgh Journal of Botany	2019	Nil	2	Department of Botany, Carmel College, Mala
Notes on Strobilanthes cuspidata with re	Sinjumol Thomas	Plant Science Today	2020	Nil	0	Department of Botany, Carmel

instatement of Endopogonversicolor (Acanthaceae)					College, Mala
<a href="#">View File</a>					

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	20	79	8	8
Presented papers	10	34	0	0
Resource persons	3	4	0	8
<a href="#">View File</a>				

### 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Awareness Talk on Blood Donation	NSS and Department of Zoology	2	100
Awareness Talk on Drug Abuse	NSS and District Medical Office, Thrissur	2	200
Yoga- Training Programme.	NSS and Heartfullness Institute	2	100
Flood relief items collected and send it to Nilambur	NCC	1	160
Paliative Care Programme	NSS AND ALPHA Paliative care UNIT , Mala	2	200
Awareness Programme on Menstrual Hygeine Management	NSS and CHRD and Reeta Hygeine Pvt. Ltd, Aluva	2	200
House Construction	NSS	2	200
Awareness on Cosumer Protection	NSS and Cosumer Protection Council	2	200
Anti Intoxication Awareness Programme	NSS and Kerala Ma dyaVarjanaBodhavalk arana Samithi	2	100
Medical Camp	Neem Care Hospital, Mala	2	186

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Blood Donation Camp	Appreciation Letter	IMA Blood Bank Complex Research Centre, Ramavarmapuram, Thrissur	54
Awareness on drug abuse Vimukthi as part of 150th years of Celebrating Mahatma	Appreciation Certificate	Kerala State Excise Department Excise Division, Thrissur	100
Annual Training Camp	Appreciation Certificate	7 Kerala Girls Battalion, Thrissur	100
Swachh Bharat ?Summer Internship Campaign	Appreciation Certificate	Ministry of Youth Affairs Sports Nehru Yuva Kendra, Thrissur	100
Excellence in Individual Achievement and National Development	Best Citizen of India Gold Medal Award to Dr. Licy A D	Global Economic Progress Research Association, New Delhi	0
Outstanding Achievements and Remarkable Role in the Field of Education	Best Educationist Award to Dr. Sr. Kochuthressia K P	Achievers Association for Health Educational Growth, New Delhi	0

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bharat Internship Programme	Nehru Yuva Kendra	Cleaning Activities	2	100
Gandhi Jayanthi	NSS	Cleaning of Divine Nagar Railway station	2	200
ABHAYAM	NSS	House Construction	2	200
Outreach Programme	Mala Panchayat	Training Programme on LED Bulbs, Soap, Soap Powder and Dish Wash	2	50

AIDS Day Awareness Programmes	Red Ribbon Club	Rally and Screening of the Shortfilm	2	100
National Integration	Nehru Yuva Kendra	Speech Competition	2	100
SWACHATA HI SEVA	NSS	Cloth Bag and Paper Pen Making	2	100
Unarvu	Snehagiri	Cleaning and Vegetable Garden Making	2	100
VIMUKTHI	District Medical Office, Thrissur	Awareness Talk on Drug Abuse	2	200
World Environment Day	Unnath Bharath Abhiyan	Awareness Programme	2	140
<a href="#">View File</a>				

### 3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Study on Hexanal Self Aldol Condensation by using Solid Clay and Amino Functionalized Clay Catalysts	Ms. Alphy Martin	NIL	180
Electrochemical Properties of Combustion Synthesized MgMn <sub>2</sub> O <sub>4</sub>	Ms. Jesna Mary George	NIL	180
A Study on Stress Management of Employees with Special Reference to Centur Containers, Kinfra Park, Koratty	Ms. Rekha M Nair	NIL	15
Health Care Management	Ms. Jyothisha A R	NIL	180
Internship	Ms. Ahiya P T	NIL	180
Android Development at BEINEX Consulting, India	Ms. Krishnendu S	NIL	120
Magazine Design	Ms. Nayana A P	NIL	30
National Social Economic Survey	Ms. Thahseena C A	NIL	180

Modern Food Enterprises	62 Students	NIL	1
Promo Video of Art Gallery - Greenline Communication	Ms. Shali A S	NIL	84
<a href="#">View File</a>			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
on-the-job training	Nature Education Camp	Parambikulam Tiger Reserve	20/12/2019	21/12/2019	37 Students
Internship	Internship	Map My Marketing Pvt. Ltd., Ernakulam	18/11/2019	31/03/2020	Ms.Naseeba Jannath
Internship	Customer Relationship in Management System	Rambus Technologies, Chalakudy	15/11/2019	25/03/2020	Ms. Neetha Ravi
Internship	Android Application Development	Grapesgenix Technical Solutions, Thrissur, Phone:9744112113, 9020209949, E-mail:info@grapestechs.com	02/12/2019	25/03/2020	Ms.Athira Suresh
Project	A Study on the impact of Labour Welfare Measures on Employee Satisfaction with reference to Waterline Industries, Mala	Waterline Industries, Kottamuri P. O, Mala, Pin:680 732, Phone:0480 2890821E-mail:bluegoldindia@tgmail.com	12/11/2019	26/11/2019	Ms. Muhsina V M
Project	National Social	CSC e-Governance	25/10/2019	25/04/2020	Ms. Ansha Babu

	Economic Survey	Services India Limited			
Internship	Android Developer	BEINEX Consulting India	01/12/2019	31/03/2020	Navya E S
Project	Characterization of TiO <sub>2</sub> -ZnFe <sub>2</sub> O <sub>4</sub> Nano Composite	Dr. Manoj A Lazar, Assistant Professor, Department of Chemistry, St. Josephs College, Irinjalakuda	Nil	Nil	Ms. Sija P C
Project	Development of Anode Electrocatalysts for Hydrazine Fuel Cell	Dr. Joy V T, Head of Department of Chemistry, Christ College, Irinjalakuda	Nil	Nil	Ms. Arathy Chandrasenan
on-the-job training	Sunil Bala krishnan, UST Global	UST Global, Kochi	11/10/2019	Nil	49 Students
<a href="#">View File</a>					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Tax Study Centre, Kaloor, Ernakulam	01/07/2019	Training in Diploma in GST Practice, Diploma in Sales Tax Practice and Tally with GST Courses	35
Rapinat Herbarium and Centre for Molecular Studies, St. Josephs College (Autonomous) Tiruchirappalli	03/09/2019	Conduct of seminars and Seminars/Workshop, Research Collaboration	115
Christ College, Irinjalakuda	01/06/2019	Project Consultancy and Academic Collaboration	3
St. Josephs College (Autonomous) Irinjalakuda	01/06/2019	Academic collaboration and Consultancy in Project Work	8

Cogniz Info Tech, Ernakulam	01/06/2019	Skill Development, Placement, RD Services and Related Services	18
Grapesgenix Technical Solutions Pvt. Ltd, Thrissur	01/06/2019	Skill Development, Placement, RD Services and Related Services	15
LCC Computer Education	14/06/2019	Project Work	20
Aibot Technologies Pvt. Ltd. Thrissur	28/06/2019	Academic collaboration and Project Consultancy	55
<a href="#">View File</a>			

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
9945683	10131868

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Existing
Laboratories	Newly Added
Seminar Halls	Newly Added
Classrooms with LCD facilities	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
<a href="#">View File</a>	

### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
KOHA	Fully	17.11	2014

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	30181	7071938	941	2064231	31122	9136169

Reference Books	961	957416	0	0	961	957416
Journals	96	89493	45	62442	141	151935
e-Journals	6000	0	0	0	6000	0
Digital Database	2	10000	0	0	2	10000
CD & Video	607	0	11	0	618	0
<a href="#">View File</a>						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr. Sr. Rini Raphael	Applied and Economic Zoology	SWAYAM	28/01/2020
<a href="#">View File</a>			

#### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	311	7	3	3	2	1	14	60	0
Added	44	16	3	0	0	0	5	110	0
<b>Total</b>	<b>355</b>	<b>23</b>	<b>6</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>19</b>	<b>170</b>	<b>0</b>

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

170 MBPS/ GBPS
----------------

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Recording Room	<a href="https://drive.google.com/file/d/1uALUPv2Ys6VX3_NyZoF4YZRwDfAmBFcZ/view">https://drive.google.com/file/d/1uALUPv2Ys6VX3_NyZoF4YZRwDfAmBFcZ/view</a>

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
13050820	13252821	6545140	6845141

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory,



library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The upkeep and utilization of all physical, academic and support facilities of the institution are ensured through the collective and systematic functioning of various committees constituted under the Heads of Planning, Building, Monitoring and Purchase. The budget allocation for meeting repair/maintenance/installation/renovation requirements are codified by the Finance Advisory Committee for final sanction from the Governing Body. The college bursar along with a team of efficient support staff oversees all sorts of maintenance work. A maintenance register is kept in the office for this purpose. Common physical facilities including auditorium, seminar and conference halls, open stage, Arts and Cultural Centre used for the conduct of academic and cultural programmes can be availed by departments/other institutional committees/cells following the submission of a pre-event registration form to IQAC and entering in the Events' Register at the Enquiry wing. The facilities are also extended for the conduct of distance education examinations and university valuation camps. Neighbouring institutions and recognized local bodies too can avail the infrastructural provisions with prior sanction. Library: The Library Advisory Committee governs the routine functioning of the library. The college library functions from 8.00 a.m. to 6.00 p.m. on weekdays and from 9.00 a.m. - 4.00 p.m. during weekends and the services are extended to the alumnae and public with a nominal registration fee. Each academic year, the HoDs submit the list of books/journals requirements to the library, which on sanction from the Principal is forwarded to the Purchase Committee. Annual stock verification of library books is ascertained. To ensure the return of books, 'no dues' from the library is mandatory for students before appearing for the end-semester examination. Separate reading corners and Networking Resource Centers are maintained for staff, students and research scholars. Classroom Classrooms are allotted to batches as per student strength. Spacious classrooms with CCTV surveillance facility are utilized for the conduct of combined classes and examinations. HoDs submit requirements for classroom furniture and other essentials in writing to the Principal who shall collectively process the same with the help of the Purchase Committee. Laboratory: The equipment and machinery in the laboratory are maintained by the lab in charge (s) and supervised by the Head of the concerned departments. Lab instructors in science departments maintain the stock register by manually verifying the items around the year. Log Registers are also maintained in labs. IT/ICT facilities Full-time technicians are employed for the maintenance of ICT equipment. Outsourcing is also done to maintain and repair IT infrastructures such as computers and internet facilities, including Wi-Fi and broadband. Sports Complex The College has a well-maintained indoor stadium, basketball court and a fitness centre. The fitness centre is open to both staff and students. Two rooms are allotted to the Sports Cell to hold meetings and stock sports equipment. The Physical Education Director of the institution regularly supervises the use of sports facilities and training sessions. College playground is made available for hosting university championships and for the conduct of various sports activities of neighbouring schools on request.

<https://www.carmelcollegemala.ac.in/procedure>

## **CRITERION V – STUDENT SUPPORT AND PROGRESSION**

### **5.1 – Student Support**

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Fee Concession Scholarship	265	1166700

Financial Support from Other Sources			
a) National	Scholarships	549	6194310
b) International	0	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Awareness talk on Naturopathy	02/08/2019	93	Smt. Mary C.L., Navadhara Life and Yogatherapy Centre, Kolazhy, Thrissur
Seminar on "Upcoming Opportunities and Vacancies in Public Sector Banks and PSU-s"	06/12/2019	78	Mr. Sajeevkumar M. K., Mr. Deepak Ravindran and Mr. K. R. Girish, Motivational Speakers and Trainers, Presidency Career Point, Thrissur
Meet the Expert-Research Process	15/01/2020	27	Dr.Santhosh S, Asst.Prof. of Zoology, Malabar Christain College, Kozhikode.
An awareness programme on Menstrual Hygeine Management	13/12/2019	190	Sudheer P.S, CHRD Director, Jojin, Vice President, and Jithi Joseph, Director, Reeta Hygeine Pvt. Ltd , Aluva
International Yoga day Celebration - Session based on Yoga, Meditation and Asanas on Health and Happiness	21/06/2019	84	Dr. Sr. Ancy Jacob, Yoga Instructor, Sahrdaya College of Advanced Studies and Team members
Session on "Insurance Career Jobs Training Courses"	30/01/2020	187	Mr. Jinson Nunez, Associate Manager, HR, HDFC Life Insurance
Session on "Carrier Guidance for Multimedia Students in Visual Effects Field"	07/01/2020	40	Mr.Kushan, CEO , Digital Turbo Media, Ernakulam
Meet the Expert-	15/01/2020	27	Dr.Santhosh S,

Reasearch Process			Asst.Prof. of Zoology, Malabar Christain College, Kozhikode.
Language Acquisition Skills Add-on Career Oriented Certificate Course	03/06/2019	25	UGC Career Oriented Certificate Course
Eye Camp	09/08/2019	100	Dr. Radharamanan, I Vision Eye Care Center, Chalakudy
<a href="#">View File</a>			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	UGC NET/JRF Coaching 2019-20 Organized by Department of Sociology, Carmel College, Mala	78	0	7	4
2019	Full day Seminar and Workshop on the topic 'Career Building ' by Ms. Devi , Aibot Technologies, Thrissur, Organised by Department of Vocational Studies, Carmel College, Mala	0	55	0	0
2019	Half Day session the Carrier Guidance for multimedia	0	45	0	0

	students in Visual Effects Field, organised by Department of Vocational Studies, Carmel College, Mala				
2019	Orientation Class on 'Upcoming Opportunities and vacancies in public sector Banks and PSUs By Motivational Speakers and Trainers, Presidency Career Point, thrissur , organised by Career Guidance and Placement cell, carmel college, mala	0	78	0	0
2019	Trainning Programme For the Campus placement drive Organised by Career Guidance and Placement Cell In Collaboration with PTA and Management, Carmel College, mala	0	330	0	0
Nill	Seminar on ' Moulding career: he First step'	0	216	0	0

	Organised by Career guidance and Placement Cell, Carmel College, Mala				
Nil	Campus placement Drive in Collaboration with Cogniz Infotech and JCI Vyttila organised by Career Guidance and Placement cell, Carmel College, Mala	0	330	0	0
Nil	Department conducted seminar on Quantitative Techniques For Competitive Exams on February 25, 2020. Resource person from Curie's Academy	0	36	0	0
Nil	Seminar on 'Career Quest' For second year students organised by Career Guidance and Placement Cell, Carmel College, Mala	0	97	0	0
Nil	Seminar on 'Lakshya-2019: Career motivation', organised by Career guidance and placement Cell, Carmel	0	246	0	0

college,  
Mala

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Catholic Syrian Bank	34	0	Nil	0	0

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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	1	B. Sc Mathematics	Mathematics	S N G I S T, Paravur	MBA
2020	1	M. Sc Botany	Botany	Carmel College, Mala	Ph. D
2020	3	Bachelor of Computer Application	Computer Science	Federal Institute of Science and Technology	MCA
2020	1	BA History	History	Nehru Academy of Law	LLB
2020	2	B. Sc Mathematics	Mathematics	Carmel College, Mala	M.Sc Mathematics
2020	1	B. Sc Botany	Botany	Carmel College, Mala	Ph. D
2020	1	B. Sc Botany	Botany	Calicut University Campus	M. Phil
2020	1	BA Sociology	Sociology	Centre For PG Studies In Social Work, University of Calicut	Master of Social Work

2020	1	BA Sociology	Sociology	Thejus Global Academy	MA Sociology
2020	5	BA Sociology	Sociology	Carmel College Mala	MA Sociology
<a href="#">View File</a>					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year  
(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	1
GATE	1
Any Other	5
<a href="#">View File</a>	

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

Activity	Level	Number of Participants
Ball Badminton in the calicut University intercollegiate Tournament held at MES Mampad College, Mampad	Institution level	8
Drama-39th College Day Celebrations and Farewell Function	Institution level	8
Fine Arts Day Celebrations	Institution level	344
Speech Competition Organised by Nehru Yuva Kendra , Thrissur	National	1
Teachers Day Celebrations Organised by Department of Sociology	Institution level	96
Art out of Waste Material Competiton	Institution level	8
AAravam 2K19 as part of Onam Celebtation Organised by Department of Vocational Studies	Institution level	517
Food Fest Organised by Department of Commerce	Institution level	114
National Sports Day	Institution level	16
CASTALIA 2019 Organised by Department of Vocationals Studies	Institution level	371
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### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Third Place in 65th Senior National Ball Badminton Championship for Men and Women held at St. Josephs Group of Institution s OMR , Chennai	National	1	Nil	23/BVOC/2018	Ronisha R
2019	Second Place in JSKA BUSHI DO Kai OPEN KARATE Championship -2020	National	1	Nil	196/S/2019	E T Divya
2019	Third Place in 65th National; Ball Badminton Championship for men and women held at St. Joseph's Group of Institution , OMR, Chennai	National	1	Nil	243/S/2018	Meenu Thomas
2019	Participated in the Senior Womens National Football championship held at Pasighat, Arunachal pradesh	National	1	Nil	1/BVOC/2018	Athulya K V

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

The student community, as the primary stakeholder, is accorded with the rightful agency through representation in prominent academic/administrative bodies of the institution. A democratically elected Student Union comprising of Chairperson, Vice-Chairperson, General Secretary, Joint Secretary, two Councillors to the Calicut University Union, Fine Arts Secretary, Student Editor, Departmental Associations' Secretaries, three representatives from each academic year of UG programmes and one from PG programmes, functions in the college to represent and work for the interests and welfare of student community and institution at large. The Student Union discharge their duties under the guidance of a staff advisor and periodically holds meetings to deliberate on the activities to be organized during the academic year. The body plays a pertinent role in rejuvenating the campus life through the conduct of various literary and cultural events as part of Freshers' Day, College Day, Fine Arts Fest, and other festive occasions. Super Bumper, a game show by Zee Keralam, and Prime Talks by Weva, an online web channel for content presentations by academicians and students, have been organised under the aegis of Fine Arts Committee. The Magazine Committee is entrusted with the release of the college magazine, which includes the varied creative, artistic and literary expressions of students as well as faculty. The body is also at the forefront in planning and executing community-centric social services and campaigns. The institution also has a Sports Cell with student representation in the position of General Captain of the college who is entrusted with coordinating the sports events of the college and coaching camps under the guidance of the Sports Cell Coordinator. A mass yoga awareness program in connection with International Yoga Day and the annual sports day Apocalypse 2020 of the college for the staff and students have been organized by the Sports Cell. Additionally, the autonomy of the student community is assured through representation in major college committees like SQAC, Anti-Ragging Cell, Student Grievance Redressal Cell, ICC, Women Cell, ALCUF, Library Committee, Discipline Committee and Hostel Council. The student volunteers and cadets of NSS and NCC units of the institution spearheads various extension activities, awareness campaigns on health, community/women empowerment, nature conservation, civic responsibility, medical camps and cleanliness drives. The co-curricular and extra-curricular activities specific to each department association and clubs are coordinated by the association secretaries, club/forum in-charges and class prefect/s. The representation of students in these bodies paves way to mould them into committed, driven individuals with leadership qualities, empathy for fellow beings and informed undertaking of their role in society.

**5.4 – Alumni Engagement**

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The alumnae association of the institution is registered under 'The Travancore-Cochin Literary, Scientific and Charitable Societies Registration Act' with the registration number TSR/TC/405/2019. The Association organizes quarterly executive meetings and a general body meeting to elect new office bearers and to strategize prospective activities for the year. All outgoing students become members of the Alumnae Association with one-time registration. Alumnae of the institution constitutes a valuable support system in ensuring quality undertakings in matters of academics, student support and resource mobilization. Earnest effort is taken from the part of the association to conjoin with the institution in furthering its best practices, particularly the green initiatives. Consequently, 100 steel glasses have been donated in support of the plastic-free campus mission. Alumnae have served as resource persons to

the student community sharing their insights on life and chosen vocation. In addition to continuing the relief activities, the Association also contributed an LED TV to the student's corner. The alumna of the department of Physics has sponsored/instituted an endowment to support the educational aspirations of one student of the department hailing from economically deprived background. In continuation of the routine annual activities, the Association has held alumnae reunion to reinforce their bond with the alma mater, acknowledge the meritorious achievements of teachers and students, and honour the retiring staff. The Alumnae Annual Bulletin was also released as part of the annual meet.

5.4.2 – No. of enrolled Alumni:

665

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

94500

5.4.4 – Meetings/activities organized by Alumni Association :

Alumni registered as Carmel Alumnae Association. As per the decisions taken in the executive meeting on 26/09/2019, distributed relief materials to students.

Alumnae reunion was held on 18 th January 2020 and honoured our retiring Principal , award holders and Rank holders of this academic year. Sponsored LED TV to the students corner. worth 100 steel glass to the college for promoting three plastic campus campaign. Alumnae members served as resource person and held interactive session on different topic motivational class. (1). Ms. Aparna Balakrishnan - English (2). Ms. Femi K Haneef - Botany (3). Ms. Amilsha A A - Political Science (4). Ms. Rani Jose - Sociology.

## **CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 – Institutional Vision and Leadership**

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

Carmel College, since its birth in 1981, as a result of the foresightedness of CMC Udaya Province has shown a steady commitment to its core values and vision.

Over the years, driven by the motto 'Light Love' the institution has worked tirelessly to "uplift the weak and downtrodden sections of society, especially the rural women, to liberate them from the shackles of bondage into a new world of 'light' and 'love'." The institution abides by its mission to work towards "the cause of empowering rural women with knowledge and inculcating in them the spirit of selfless love and compassion to spread peace in the society, living in harmony with nature and to illumine the world of eternity." Motivated by this urge to groom generations of perceptive young women through quality education and community engagement, the institution adopts a democratic, decentralized and participatory outlook in actualizing its mission. The apex decision-making body is the Board of Management while the governance of the institution comes under the purview of the Governing Body. The Governing Body is responsible for devising the institutional policies and procedures to be adhered to by all stakeholders. The Local Management Committee, Financial Advisory Committee and the College Council aid the Head of the institution in undertaking pertinent decisions relating to the routine affairs of the college. All the activities of the institution are spearheaded by the Principal through various committees constituted for the purpose. The College Council headed by the Principal and comprising of the HoDs, Librarian, and Office Superintendent along with the IQAC play a significant role in formulating and executing perspective plans and strategies for institutional enhancement. Productive and continuous dialogue with and involvement of all major stakeholders are carried

out in the meetings held at regular intervals with the Staff Association, PTA, Alumnae Association, and Student Union respectively. Each faculty is entrusted with the charge of various institutional committees and cells such as Examination Committee, Research Cell, UGC Cell, Career Guidance and Placement Cell, ICC, Anti-Ragging Cell, Grievance Redressal Cell, etc. and various clubs/forums in addition to duties deputed at department level such as tutorship, Club in-charge, event co-ordinator, and the like. Students are also given ample opportunities to shoulder responsibilities through representation in student bodies like Student Union, SQAC, Departmental Association, Clubs/cells, NSS, NCC, peer tutor, class prefect etc. All the academic and administrative undertakings are periodically reviewed by the IQAC to ensure effective functioning at all levels. The institution ensures social, economic and educational empowerment of the young women hailing from diverse socio-cultural backgrounds and to maintain the policy of inclusivity. Various programmes, in addition to the curriculum, such as value education Programme, certificate courses, SSP, WWS, ASAP, orientation classes on skill development and career guidance, insightful seminars/webinars/workshops, extension/outreach activities, linkages with old age and destitute homes and literary/cultural fests are organized to channel the students' disposition towards continuous learning, community engagement and creative mind-set. Community College and Carmel Extension Centre for Women have also contributed in focussing on employability and entrepreneurial.

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

Yes

## 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	Since the college is an affiliated college under the University of Calicut, the contribution in terms of curriculum development stands limited to certain areas only. However, the college has been instrumental in designing the syllabus for the two diploma courses under the Community College, that is, Diploma in DTP and Printing Technology and Diploma in Banking and Tally. Similarly, the institution has meticulously also designed the syllabus and all other required course details for all the certificate courses started during the year. The courses introduced during the year include
Teaching and Learning	In order to ensure the operation of effective Teaching and learning process the institution ensures operational autonomy for the faculty to execute academic activities. The teachers are encouraged to plan the methods and tools to be used for a result-oriented process of curriculum delivery with starts as early as the department action plan and continues as support at

different stages, even upto the time they get placed in any revenue generating. The students on the other hand are provided with opportunities to study their subjects and also explore the world of knowledge and information through a multidisciplinary outlook through the open courses and certificate courses offered by the various departments. The wifi connectivity has greatly aided the teachers and students to access necessary data and information and in turn further enhance the effectiveness of the teaching-learning process.

Examination and Evaluation

For the smooth conduct of examinations, periodic meetings of the exam committee and the timely monitoring by the IQAC, ensures a transparent and regular conduct of examinations both internal and external. The publishing of internal scores and their display on the noticeboard is done to ensure the same. The conduct of two internals is to ensure two equal opportunities for the students in order to be given a fair chance to be evaluated on the basis of their performance. The use of MIS for giving assignments, conducting internal exams etc. are also examples of the efforts made by the institution for the incorporation of e-governance in academic administration. The evaluation is done not only through internals, but also through class tests, seminar presentations, assignment submissions and overall performance of the students. Any difficulties or complaints in this regard are informed to the exam committee, students grievance redressal cell and the same is also discussed in the college council also if the need arises.

Research and Development

The institution provides encouragement to undertake minor/major research projects and MoUs with various institutions. The faculty members are also provided with financial assistance to attend workshops and seminars. The management funding for the conduct of the same is also another noteworthy initiative of the institution to foster an attitude for research and development. The publication of a peer-reviewed journal for the faculty contributions and a journal for the

research contributions of the students also help to maintain the level of research and development initiatives.

Library, ICT and Physical  
Infrastructure / Instrumentation

The institution in order to equip the faculty and the students, organised orientation programmes, FDP, skill up-gradation and training programmes, particularly in the use of ICT/LMS in collaboration with the IQAC for teaching and non-teaching staff. The library was upgraded with the addition of more books and also with the provision for better browsing and research facilities. Wi-Fi facility, ICT integrated teaching and a fully automated library with INFLIBNET-N-list soothes the teaching-learning process. The National Digital Library was also added to the list of resources that was being provided by the institution to the faculty and students, thus making the library more useful for the students. Usage of student-centric methods blended with ICT enabled teaching methods and the infrastructural support provided by the library, have greatly helped the students and faculty to improve their performance. The up gradation of the P.G. Department of Botany into a Research Centre and the resultant addition to lab and instrumentation is also an important initiative of the institution towards strategic development and deployment. The up gradation of the institution into a Wi-Fi campus is also a prominent initiative towards improving the productivity of the faculty and students.

Human Resource Management

The institution is committed to ensuring and improving the quality of human resource through the execution of various programmes, which include encouragement for participation in FDP, Faculty exchange programmes with other colleges and institutions etc. The IQAC of the college also monitors and conducts programmes from time to time that contribute towards the quality of the teaching staff. Workshops and seminars that are aimed at improving the competency of the faculty members are organised with resource persons from diverse areas of specialization in order to ensure a holistic view in line with our institutional vision and

	mission to empower women. The IR scanner and the punching machine were also installed to ease the process of maintaining and handling the staff details.
Industry Interaction / Collaboration	The institution through the medium of its various programmes and courses provides experiential learning through industrial exposure in the form of industrial visits, tours and internship programmes. The college also fosters academic collaborations with other premier institutions and industries for minor projects by the faculty and projects by the students. The SPTYis Scheme and Student Project Scheme by KSCSTE have been utilized to get funds for promising student projects. In tune with the growing needs for an industry-oriented, competency-based, stimulating teaching-learning milieu, the college placed emphasis on introducing new academic programmes that cater to the growing competition so as to increase the employability of the students.
Admission of Students	Since the institution is an affiliated one, we have a limited role to play with regards to the admission process. The college remains in conformity with the reservation policies of the state government. As far as possible the institution tries to accommodate students coming from financially challenged and difficult social conditions.

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

E-governance area	Details
Examination	The use of electronic media in the conduct of examinations has been in place since 2009. Every semester, the examination papers are verified and internal marks are uploaded through the links provided by the university. Any change in the examination schedule is again made known to the students and faculty by the examination committee of the institution which can be verified anytime with the university website notifications.
Planning and Development	The institution engages in all kinds of activities based on planning which is ensured by the various departments, committees, clubs, cells and forums. Academic planning that begins with a teacher's action plan, conduct of



examinations, assessment of the performances and all other related activities are mailed to the department and sections concerned. As far as possible, an e-copy of the documents is maintained. As far as possible, the green protocol is maintained by avoiding or reducing the usage of paper. Communications are done by making use of the emailing system and printouts are taken when only absolutely necessary

Administration

The additional features and up gradations made in the usage of moodle, encouragement for the use of inflibnet, wider visibility through the college website are all noteworthy steps in this direction. D space and the LMS were further strengthened this year in order to facilitate the administrative aspect since common notifications and information regarding payment of exam and college fee are made available to the students through the above mentioned medium.

Finance and Accounts

The payments and receipts of all the government funded and monitored accounts is now being done through the PFMS account. The collection of fee through the online fee portal is being emphasised. The use of Tally is another significant move that portrays the institution's commitment to the implementation of e-governance in all the areas of functioning, including finance and accounts. The slow but steady execution of financial transactions through the electronic mode has on the one hand made the day to day operations easy on the other hand, it has paved the way for the attainment of an eco-friendly system of financial management and administration by avoiding unnecessary usage of paper.

Student Admission and Support

The admission process is undertaken every year through the online portal of the university. Plagiarism checking software 'URKUND' has been introduced in order to provide a research oriented environment to the research scholars and the UG and PG students in their research and project activities. It has also helped the faculty members in their efforts to prepare for their paper presentations and research paper submissions

**6.3 – Faculty Empowerment Strategies**

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Dr. Femy K Haneef	Two day Young Innovators Programme - Facilitators Workshop on Design for Kerala by ICT Academy of Kerala and K- DISC from 28.11.2019 - 29.11.2019 at Infopark Koraty.	Nil	1000
2019	Ms. Mary Philip	Two day National Seminar on Prospects of Post-Democracy in India by Research and PG Department of History, Christ College(Autonom ous), Irinjalakuda, 4 - 5 March 2020	Nil	1000
2019	Dr. Princy K G	National Seminar on Recent Trends and Challenges in developing Green Chemical methods for Industrial and Medicinal Application by PG and Research Department of Chemistry, Christ College, (Autonomous), Irinjalakuda on 19-20 February 2020	Nil	1000
2019	Jisha Chakkunny M	Two Day International Conference on	Nil	2000



		Innovations in Physical Sciences, Information Technology and Social Sciences organized by the Sri Vidya Mandir Arts Science College (Autonomous), Katteri, Uthangari, Krishnagiri District, Tamilnadu on 14 - 15 Feb		
2019	Dr. Vinitha N Vijayan	40th Annual Session of the South Indian History Congress held at Annmalai University Chidambaram, Tamil Nadu from 31 January to 2 February 2020	Nil	1500
2019	Ms. Greeshma K V	International Seminar on Interdisciplinary Developments in Cancer Research on 28 - 29 January 2020 at St. Joseph College (Autonomous) Irijalakuda	Nil	1500
2019	Ms. Loshima Loshi	International Seminar on Interdisciplinary Developments in Cancer Research on 28 - 29 January 2020 at St. Joseph College (Autonomous) Irijalakuda	Nil	1500
2019	Sruthy V	Two day National Seminar on New Age Business: Emerging Realities by	Nil	1000

the Department of PG Studies and Research in Commerce management, Sri. C. Achutha Menon Government College, Kuttanellur, Thrissur, Kerala on 10 - 11 January 2020

2019	Dr. Licy A D	45th All India Sociological Conference on Environment, Culture and Development: Discourses and Intersections on 27 - 29 December 2019 at Department of Sociology, University of Kerala	Nil	1000
2019	Ms. Raheena K T	International Conference on Prospects of Bioscience in Industry by Post Graduate Department of Botany, St. Josephs College (Autonomous), Irinjalakuda on 11 - 12 December 2019	Nil	1500

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	National Seminar on " Data Analytics	Nil	10/01/2020	10/01/2020	15	Nil

	and Research Methodology "					
2019	National Seminar on Biomedical Polymers and Technology - An Ecofriendly Approach"	Nil	14/01/2020	14/01/2020	48	Nil
2019	National seminar on "Contemporary Developments in Commerce and Management "	Nil	16/01/2020	16/01/2020	12	Nil
2019	National Seminar on " Revolutionary Changes in Financial Sector"	Nil	31/01/2020	31/12/2020	6	Nil
2019	National Seminar "Mediatization of Culture: Emerging Paradigms and Shifts"	Nil	18/12/2019	18/12/2019	12	Nil
2019	State level webinar on Basic Office Procedures	State level webinar on Basic Office Procedures	22/05/2020	22/05/2020	93	22
2019	National Seminar on "Significance of Bio Resource Conservation in the Present Scenario"	Nil	08/08/2019	09/08/2019	30	Nil
2019	Orientat ion	Orientat ion	04/11/2019	04/11/2019	73	22

	programme on Revised Assessment and accreditation Framework of NAAC - An Overview	programme on Revised Assessment and accreditation Framework of NAAC - An Overview				
2019	One day Seminar on "Importance of Intellectual Property Right"	Nil	13/12/2019	13/12/2021	10	Nil
2019	An interactive Session on the Revised Accreditation Process of NAAC	Nil	07/01/2020	07/01/2020	89	Nil
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Online Training on Moodle LMS	1	05/05/2020	14/05/2020	10
Online Course on Online Teaching Learning for Beginners	2	14/05/2020	21/05/2020	7
STTP - Advanced Research Methodology	1	11/05/2020	15/05/2020	5
MOOC Course on "Online Learning and Content Development" by Flair Kerala, Directorate of Collegiate Education	3	18/04/2020	02/05/2020	15
FDP on Capacity	2	04/03/2020	10/03/2020	14

Building in Skill Development				
Inter disciplinary Refresher in Social Science	1	21/01/2020	03/02/2020	30
Refresher Course in English	1	12/06/2019	25/06/2019	14
Orientation Programme - UGC HRDC Kerala University	1	13/06/2019	03/07/2019	20
FDP on GChemPaint and LibreOffice Suite Writer	1	04/05/2020	10/05/2020	7
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
36	103	15	39

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Leaves, Pension Gratuity, Loan etc as per Govt. Rules, Opportunities for Professional Development and Career Advancement like FDP, Prompt Facilitation of Provident Fund Loans, Free Browsing Centers for Faculty in the Library and Wide Internet Access in Departments, Employees Provident Fund with Contributory PF by Management, Financial Assistance to attend Seminars/Workshop taking Membership in Professional Bodies	Leaves, Pension Gratuity, Loan etc as per Govt. Rules, Financial Assistance in the form of loans by Management Opportunities for Professional development and career advancement	Welfare schemes implemented by Govt. and university, Free Counselling, Free Education and Accommodation for Sports Students, Management Scholarship and Cash Awards Instituted by the Institution, Opportunities to participate in WWS, SSP, ASAP, NCC, NSS, Ramp for Physically Challenged Students, Assistance of Scribes for needy Students

**6.4 – Financial Management and Resource Mobilization**

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

Carmel College has in place a transparent and efficient financial management system to strategically pool monetary funds towards the institution's progressive initiatives. Since the institution is an aided one with both aided

and self-financing programmes, the funds mainly come from the Central or State Government. Financial support from the Management and student fees, constitute the other sources, all of which are subjected to both internal and external audits. At the end of a financial year, the Financial Advisory Committee meeting is convened to formulate a budget for the next academic year, taking into account, the financial requirements for purchase or maintenance put forward by the Heads of departments. The finalized blueprint of budget allocation is put before the Local Management Committee and Governing Body, and from there to the Board of Management for sanction of fund dispersal on time. A monthly report on expenses incurred is submitted by the Finance Administrator and countersigned by the Principal. On behalf of the Management, all monetary transactions are verified by the financial administrator of the college. Annual internal audit: The internal audit for all funds is carried out by CMC Udaya Educational Society through the Finance Office Secretary and the internal auditor of the Society appointed by the Manager of the institution. The auditor ensures that all payments are duly authorized, and verifies all financial transactions such as fee receipts, payment vouchers and other supporting financial documents. The external financial audit of Government funds and grants received by the institution follows a three-tier system. An external Chartered Accountant annually audits all the grants and funds sanctioned by the Central/State Government and furnishes a report issued with a Utilization Certificate. Auditor's observations and recommendations on amendments to be made are brought to the notice of the authorities concerned. The Government funds and all financial transactions are furthermore subjected to external audit by the Deputy Director of Collegiate Education. The Accountant General of Kerala also conducts periodic verification of all the Government accounts. All the documents including the receipts, bills and vouchers, asset registers, cash books and ledgers, tenders, quotations, payments statements of income and expenditure, scholarships and the utilization certificates of the institutional projects and those sponsored by other agencies, library registers, log books etc. are verified, and observations/suggestions are duly noted to be incorporated into the planning of effective utilization of funds. Cases of queries or objections are addressed and settled by the office of the College and Management. The external audit for Management accounts is delegated to a registered agency by the Management. Following thorough verification, annual financial statements and audit reports are prepared at the close of a financial year. Both internal and external audits reports are presented before the Local Management Committee, Governing Body and Board of Management for further deliberation. No serious audit objections have been encountered during the audits and all clarifications sought have been satisfactorily answered and validated by required documents.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
P T A Association	25000	Endowed Scholarship of Best Student in Department of History
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6.4.3 – Total corpus fund generated

1300000
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## 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Academician selected by IQAC from the panel of subject experts given by department	Yes	IQAC
Administrative	Yes	Udaya Educational Board	Yes	IQAC

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

1. Parent Teachers Association actively stand for the development of college and students. Periodic executive meetings and general body meetings are the effective platforms to formulate strategies to improve the quality. 2. PTA organized an awareness class by Mr. Sebi Maliekkal, Senior sub editor, Deepika to students and parents. 3. Contributed 1 Lakh for sports activities. 4. Sponsored placement drive organized by the career guidance and placement cell. 5. Instituted endowments in honour of retiring staff. 6. Interaction with parents is made possible through regular class PTA and their valuable suggestions provide insights to improve the Teaching learning Process.

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

1. Advance payment in case of non-dispersal of salary or delay in the approval of the appointment. 2. Interest-free loans for those in need. 3. Orientation Programme.

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

New courses sanctioned in B.Voc Agriculture.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2020	State level webinar on Basic Office Procedures	22/05/2020	22/05/2020	22/05/2020	115
2019	Orientation programme on Revised Assessment and accreditation	04/11/2019	04/11/2019	04/11/2019	95

	Framework of NAAC - An Overview				
2020	An interactive Session on the Revised Accreditation Process of NAAC	07/01/2020	07/01/2020	07/01/2020	89
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## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Physical Fitness	01/11/2019	01/11/2019	75	0
Reproductive Health and Gender Equality	11/07/2019	11/07/2019	63	0
Balanced Diet	08/08/2019	08/08/2019	275	0
Women Health and Hygien	07/09/2019	07/09/2019	Nil	Nil
Women Empowerment	07/09/2019	07/09/2019	100	0
Achievements of Business	20/09/2019	20/09/2019	295	0
Gender Sensitization and Sensible Tomorrow	12/11/2019	12/11/2019	77	0
Transgender Protection Bill and Kerala Transgender Policy	12/11/2019	12/11/2019	63	0
Women Entrepreneurship	14/11/2019	14/11/2019	63	0
Reproductive Health	22/11/2019	22/11/2019	Nil	0
Menstrual Hygiene Management	13/12/2019	13/12/2019	63	0
Understanding Gender Relations in	03/01/2020	03/01/2020	50	0



Everyday Life				
Gender and Cinema	30/01/2020	30/01/2020	33	0
Women in Science	Nil	Nil	Nil	0
Women Empowerment	Nil	Nil	Nil	0
Gaps on Structural Issues Faced by Indian Women	Nil	Nil	Nil	0

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

Percentage of power requirement of the University met by the renewable energy sources
<p>Carmel College, blanketed in greenery, expects all stakeholders to uphold its policy to Stay Green, through their participation in implementing the pragmatic practices that are sustainable forever and nature conserving. It is the prime intent of the institution to imbibe in its students and staff a sense of ecological consciousness, inculcate in them the spirit of enthusiastic involvement in all its efforts to nurture nature and build an ecological team so that they may actively partake in the eco-friendly considerations and engagements promoted by the institution. The noteworthy initiatives of the institution in this regard include the following:- 1) Audit and Certificate courses on various topics relating to the environment. 2) Bio compost and vermicomposting units 3) 2 biogas plants (installed in the college hostel and staff quarters) to generate cooking gas and liquid fertilizer of high nutrient content 4) Reduction of paper use by practicing cashless transaction and digitalizing documentation 5) Use of solar water heaters and Solar panels 6) Green Audit by NNGF evokes alertness towards environment conservation 7) Awareness Class on plastic waste disposal and the making of eco-friendly products.</p>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	1
Rest Rooms	Yes	Nil
Scribes for examination	Yes	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	09/07/2019	1	Blood Donation	Importance of Blood donation	84
2019	1	1	01/08/2019	1	Cleaning	Environmental Pr	80

					of Mala , Eriyad, Chalaky and Puthenchira	rotection	
2019	1	1	19/08/2019	1	Flood relief items collected and send it to Nilambur	Flood Relief	160
2019	1	1	06/09/2019	1	House Repair	Financial difficulty	100
2019	1	1	08/09/2019	1	Eye Camp	Personal Health	225
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
College Hand Book	13/06/2019	A handy guide to students communicating the Vision and Mission of the College as envisioned by the founders. Also gives in detail the code of conduct and discipline in college.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Rights, Powers, Duties, Responsibilities	19/06/2019	19/06/2019	50
Human Rights and Constitutional Provisions: Perspectives and Challenges	12/12/2019	12/12/2019	50
Ethical Hacking Cyber Security	02/08/2019	02/08/2019	48

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

To live in a time of mounting environmental concerns, espousing an eco-sensitive perception and sustainable lifestyle is of paramount importance. Carmel College advocates the practice of conserving nature for today and the future ahead. The initiatives of the institution to make the campus environment friendly include:- 1) Departments through the of conduct national and state seminar/webinar encourage active deliberation on sensible eco-friendly

practices 2) Incinerators and Waste Burning Plant for non-plastic solid waste disposal and sanitary napkins 3) Reduction of paper use by practicing cashless transaction and digitalizing documentation 4) Separate waste disposal bins at various locations on the campus 5) Use of steel glasses to reduce the use of plastic 6) Awareness Class on plastic waste disposal and the making of eco-friendly products 7) Tree plantation, distribution of seedlings, tapioca cultivation, mushroom cultivation and vegetable gardening.

## 7.2 – Best Practices

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

**BEST PRACTICE I** Title of the Practice Give a Hand - To Lead, To Lift Objectives Channelling the right attitude towards education is a requisite for attaining self-sufficiency and a quality lifestyle. With a majority of students hailing from economically strained backgrounds, the institution resolutely strives to lay a solid foundation to nurture their young mind and actualize their aspirations. It is at the heart of Camel College to, Foster academic growth among economically backward students augment the educational aspirations of the poor and the middle class Inspire the financially challenged to become self-reliant The Context Carmel, a college for women run by the Sisters of the Congregation of the Mother of Carmel, filled with the spirit of selfless love and compassion .The remote rural locale and the fact that the majority of the students are first-generation learners are major challenges for the institution. In this context, the Management has decided to give a hand to those students who aspire to attain education and become self-reliant. Born out of this loving intent is the programme "Give a Hand- To Lead, To Lift." The Practice The college gives both financial aid and emotional support to students coming from economically weak backgrounds to reach out to the horizons of excellence. They are given financial assistance in the form of fee concessions, scholarships and free field trips and study tours besides supplying books, uniforms and meals for free. The institution has also instituted cash awards to economically backward students for their meritorious achievements. To execute the same, the institution begins by inviting applications from students. The principal verifies the details of the application with the aid of the Heads of the Department. The visit of faculty members of each department to the homes of their students, generally on Fridays, and the meaningful interactions with their parents and family members provides an opportunity to understand their circumstances and extend seemly guidance. This is indeed beneficial in identifying the deserving student and those selected students are rewarded with incentives to assist them to come out in flying colours. The awards instituted by former faculty members, alumnae and well-wishers are given in the Annual College Day celebration to the needy students with good academic profile to pursue further studies. Substantial financial help is also provided to the deserving, meritorious and regular students from the Students Aid Fund. In addition, the college takes all effort to inform and sanction the monetary schemes for deserving students from the Management and government. The Chavara Euphrasia Scholarship and the Carmel Bright Scholarship instituted by the Management opens the door for the academic high achievers from low income families. Details regarding the scholarships are displayed on the college notice board and specified in the College Handbook. The loving embrace through the Faculty @ home programme has proved valuable for developing a cordial relationship between teachers and students. Students who hail from strained family backgrounds and encounter personal crises are identified by teachers and supported through mentoring and counselling sessions. A family counselling centre with a full-time professional counsellor functions in the college to help students get through distressing times. are an everyday reality for the families of several students, with some living in deplorable conditions and poor dwelling. In the light of financial exigencies the Abhayam scheme has been

utilized by the NSS unit of the college to initiate house construction for the neediest identified from among students. Departments also take initiative in raising funds to meet the medical expense of the ailing family member of students. The deluge of 2018 opened the dams of compassion among the Carmel fraternity. In the light of havoc wreaked by the flood upon families, both teachers and students spent nearly one month extending their helping hands and emotional support through house visits, cleaning flood-ravaged dwellings and providing monetary and material aid. BEST PRACTICE II Title of the Practice Stay Green - In Embrace of Mother Nature Objectives To live in a time of mounting environmental concerns, espousing an eco-sensitive perception and sustainable lifestyle is of paramount importance. Carmel College advocates the practice of conserving nature for today and the future ahead and through this noble gesture, the institution aims to,

- Disseminate awareness about the sustainable environment and create an eco-conscious team to work towards actualizing the same
- Evolve measures for conserving the environment through study and research

The Context Natural disasters of great magnitude have become a common sight over the recent years, with many lives having to bear the wrath of an untameable nature. Unquestionably, the inconsiderate intrusion of humans upon nature's bounty has manifested into natural calamities and untold environmental crisis. The disastrous deluge of 2018 took a tremendous toll on Kerala and Thrissur district in general and Mala, in particular, has been severely affected. As a college situated in this ecologically fragile zone, we strongly believe in the inevitability of moulding an ecologically conscious society both within the campus and the community outside its borders. The Practice Environment Education A total of 43 core, complementary, elective and open courses in the prescribed curriculum deals with various aspects of environment

- Audit Course on Environmental Studies and Disaster Management
- Certificate course on Solid Waste Management
- Constitution of clubs- BhoomithraSena, Nature Club, ENCON Club
- Nature camps to Athirapilly forest area, Abhayaranyam, Mangalavanam etc., to expose students to the wonders of nature - Department of Zoology
- As part of observing Environment Day, Ozone Day and Wetland Day, the Department of Botany annually organizes sponsored programmes like invited talks, seminars, exhibition and intercollegiate competitions
- Identification of 11 new plant species by Dr Sr. Sinjumol Thomas of the Research Department of Botany
- Minor projects and PhD thesis of faculty and student projects that addresses matters on the environment, biodiversity, waste management etc.
- Departments through the of conduct national and state seminar/webinar encourage active deliberation on sensible eco-friendly practices
- Inter-department and inter-collegiate competitions organized by departments in connection with day celebrations

Waste Management Measures:

- Solid Waste Management
- Bio compost and vermicomposting units
- 2 biogas plants (installed in the college hostel and staff quarters) to generate cooking gas and liquid fertilizer of high nutrient content
- Incinerators and Waste Burning Plant for non-plastic solid waste disposal and sanitary napkins
- Tie up with Fiat Mission, Thrissur, for used paper recycling
- Reduction of paper use by practicing cashless transaction and digitalizing documentation
- Separate waste disposal bins at various locations on the campus

Liquid Waste Management:

- Proper drainage facility
- Water recycling unit (60,000L/day) to ensure proper collection and purification of waste water for reuse

E-waste Management:

- Timely maintenance
- Certain parts are reused and remaining are sold out to local traders for safe disposal

Energy Conservation Measures:

- Properly maintained wells (4), bore well (2) water tanks (11), large ponds (2), sump (1) Rain Water Harvesting unit (25,000 L/day) to store water for extensive use in the Chemistry lab
- Recharging of land and water bodies in the campus
- Surface mulching to conserve soil moisture
- Use of solar water heaters and Solar panels
- Production, use, expo and sale of LED bulbs/tubes/stars under the aegis of the Department of Physics
- ENCON Club observes Oil and Gas Conservation Mass Awareness Campaign - SAKSHAM Environment Vitalizing

Practices: • Preservation of wetland (11.3 Cent) maintaining its flora and fauna • Green Audit by NNGF evokes alertness towards environment conservation • Rice cultivation in the campus paddy field and banana cultivation by the Department of Vocational Studies (Agriculture) • Quail farming and Aquaculture by the Department of Zoology • Botanical Garden, Herbal Medicinal Garden, Carmel Orchidarium, RET Garden, Fruit Garden, Vegetable Garden maintained by the Department of Botany • Onapooovukrishi- Department of Botany • A team of administrative and support staff for the beautification/landscaping of the campus • Green Guardians (student volunteers) work towards the creation of a campus biodiversity register • Restricted entry of vehicles within the campus

Plastic Free Initiatives: • Observance of 'Carmel Green Protocol' in the use of products and services • Use of steel glasses to reduce the use of plastic - contributed by Alumnae Association • NSS and ASAP students are given training in making paper pens, cloth bags, and other eco-friendly products • Entrepreneurship Skillset Programme by the department of English in collaboration with Kadalasupena, a social welfare organization to train students in making paper pens and paper files.

Extension Activities: • Workshop on mushroom cultivation, organic farming, and vegetable gardening conducted as part of KSCSTE funded project • Orientation on medicinal plants - its use and preparation in collaboration with • Kandamkulathy Vaidyasala, Kuzhur • Water Analysis carried out in the flood-affected area of Kuzhur Panchayat • Awareness Class on plastic waste disposal and the making of eco-friendly products in nearby schools • Cleanliness drive in collaboration with KILA - Department of Sociology Green Measures by NSS and NCC • Awareness class on waste management and nature talks in adopted villages • Tree plantation, distribution of seedlings etc.

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

<https://www.carmelcollegemala.ac.in/bestpractice>

### 7.3 – Institutional Distinctiveness

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

Carmel College has always strived to stay true to its vision and mission of empowering the young women of the locality through education, with the higher aim of bettering their social standing and society at large. Various institutional Committees, Cells, Forums, Student Union and departmental Associations, with student representation, spearhead several community enhancement initiatives. Mala, the small town, is primarily a layman's haven and Carmel College has always known where the people's heart lies. NSS units No.2 and No. 89 of the campus are one of the vibrant subunits in the State. Each year, the units hold special camps in select locales of the institution's adopted villages or care homes, where students live with the community, interacting with them and engaging in activities to raise consciousness on health, environment, gender, and social issues. Free medical camps have been set up with the support of NGOs, hospitals and Banks for the benefit of the community. AIDS awareness campaigns funded by Kerala State AIDS Control Society, cancer detection and awareness campaign under OPPAM scheme, palliative care programme, awareness class on lifestyle diseases, health and hygiene, in particular on menstrual hygiene provided for the women of the community, are notable ventures. Skill development/entrepreneurship training programmes have also been initiated for the women community through training in the making of bags, umbrellas, LED serial bulbs/stars, paper pens, soap and other toiletries. The units have also been in the forefront to initiate two house constructions for the family of two students from the college under the AHAYAM project of Calicut University. The institution exemplifies a 'green lifestyle' and is an



active advocate of nature conservation. Undertaking cleanliness drives, observance of sevanavaram, tree plantation drives, participation in initiatives like, Swachhta Hi Sevaare regular practices under the aegis of NCC and NSS units. Green initiatives including MutathoruVazha Project, tapioca cultivation, training in mushroom cultivation and vegetable gardening have been provided to the Kudumbasree units. The Carmel Extension Centre for Women facilitates training for the local women in tailoring, embroidery, handicrafts, ornament making, bookmaking and binding book, enabling them to secure a means of living. Training in mushroom cultivation, organic farming, preparation of karkidaka kanji, apiculture, vegetable gardening by the Department of Botany, training in making LED serial bulbs and daily use products like a paper pen, soap, detergents, carpet by Departments of Physics and Chemistry, extension classes to nearby schools on topics of social relevance including legal literacy, Open-Source Software, plastic waste disposal, reproductive health, communication skills, child abuse and child protection along with ayurvedic medical camp, health and socio-economic surveys, flood relief campaigns, activities in adopted villages under UBA and linkage with nursing homes and care centres for the differently-abled have been undertaken. At the heart of each of these endeavours is the desire to better the life of people in the community. Carmel College believes that no education is holistic, if it fails to connect the learners with the reality around and has stayed true to this conviction in all its practices.

Provide the weblink of the institution

<https://www.carmelcollegemala.ac.in/distinctiveness>

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

The year 2019-20 was infact a year of rehabilitation and settlement for the institution. The onslaught of floods had resulted in huge losses for the institution in the previous year. In 2019-20, the institution made all possible efforts to recover from the losses and initiate development projects. Considering the ever-changing demands for and challenges of the various programmes and courses, the institution has planned to introduce new programmes and certificate courses that are more in tune with the demands of the industry and the employment market. The introduction of new programmes and courses also aims at providing the students with academic flexibility and a wider choice of subjects .This is more so important since the institution focuses on educating the rural women and providing them opportunities to access information, exchange of knowledge and employment gateways that are available to anybody in the most developed and advanced parts of the state or country. Encouraged by the support of the local community and the stakeholders, the institution plans to further the process of knowledge transfer through the various extension activities in the neighbourhood. The end of the academic 2019-20 witnessed the shutdown of educational institutions and there were government instructions to all to remain indoors. The sudden change in circumstances called for the strengthening of the administrative and educational machinery through the online mode. Faculty members are to be encouraged to create online content, e-resources and also videos of their classes so that the process of educating the young minds is not hindered. It is planned to introduce more courses through the MOODLE platform. Education and administration is also planned to be strengthened by making use of all other features of the MIS. The operation of the MIS is to be customised in such a manner that the academic performance and the levels of achievement of the students can be monitored and assessed on an the lines of Outcome Based Education (OBE).The institution also proposes to have academic as well as non-academic collaborations with other Higher Education Institutions (HEIs),in terms of faculty exchange, conduct of seminars, workshops etc. In collaboration with the government and non-governmental organisations, the institution aims at providing a platform where the expertise and discipline based know-how can be shared in the

locale. This is sure to strengthen the co-existence of the two, i.e., the institution and the neighbourhood and also help attain the vision and mission of the institution. On the infrastructural front, the institution plans to make room for more classrooms and labs as per the growing requirements. Also, the institution is committed to further foster its green initiatives. The institution will be focussing more on spreading the message of environment and sustainability not only among the staff and students but also in the local community. On the strategic front, the institution is working towards the attainment of the autonomous status and improvement in the grades in the 4th cycle of the NAAC accreditation process.