



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	NESAMONY MEMORIAL CHRISTIAN COLLEGE, MARTHANDAM
Name of the head of the Institution	Dr. K. PAUL RAJ
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	04651270257
Mobile no.	9443370257
Registered Email	principalnmcc2014@gmail.com
Alternate Email	iqacnmccm@gmail.com
Address	Main Road, Marthandam
City/Town	Marthandam
State/UT	Tamil Nadu
Pincode	629165

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Semi-urban
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Dr. A. Vijayan
Phone no/Alternate Phone no.	04651270257
Mobile no.	9442761471
Registered Email	iqac@nmcc.ac.in
Alternate Email	iqacnmccm@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	https://nmcc.ac.in/iqac/NMCC_aqar_report_2017_18.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://nmcc.ac.in/iqac/AcademicCal2018_19.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	A	3.01	2014	06-May-2014	05-May-2019

6. Date of Establishment of IQAC	16-Jun-2004
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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
One day workshop for HOD	12-Nov-2018	32

	1	
Orientation for teachers	25-Jun-2018 1	175
Orientation for Non-Teaching Staff	23-Jun-2018 1	78
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Dr. G.M. Sunder Singh	One day Basic Training Programme on Human Rights Credentials and Role of College Teachers	National Human Rights Commission, New Delhi	2019 1	25000
Dr. .L. Jeba Melvin	National Conference on Emerging Challenges in Business Management in the Digital Era	Tamil Nadu State Council for Higher Education	2019 1	10000
Dr. G.M. Sunder Singh	One day Basic Training Programme on Human Rights	National Human Rights Commission, New Delhi	2019 1	20837
Dr. Selva Kumar C	Major Research Project on A Subaltern Perspective of the New Generation Poets and Poetry of Kumari Land	UGC- New Delhi	2019 1095	88000
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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 :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional

Yes

website													
Upload the minutes of meeting and action taken report	View File												
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No												
12. Significant contributions made by IQAC during the current year(maximum five bullets)													
Conducting Orientation Programmes for Teachers and Students													
Steps undertaken for Infrastructure Augmentation													
Upgradation of the ROVAN Software for Office Automation													
Conduction of several International and National Conferences and Seminars													
Computers and other equipment were purchased													
View File													
13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year													
<table border="1"> <thead> <tr> <th>Plan of Action</th> <th>Achievements/Outcomes</th> </tr> </thead> <tbody> <tr> <td>Infrastructure augmentation</td> <td>Computers and other equipment were purchased</td> </tr> <tr> <td>Purchasing new books and journals for the library</td> <td>New books and journals were added to the library</td> </tr> <tr> <td>Upgradation of MIS</td> <td>The ROVAN Software was upgraded</td> </tr> <tr> <td>To upgrade departments as Research Centres</td> <td>Proposals were sent to the University for the establishment of Research Centre in English</td> </tr> <tr> <td colspan="2" style="text-align: center;">View File</td> </tr> </tbody> </table>		Plan of Action	Achievements/Outcomes	Infrastructure augmentation	Computers and other equipment were purchased	Purchasing new books and journals for the library	New books and journals were added to the library	Upgradation of MIS	The ROVAN Software was upgraded	To upgrade departments as Research Centres	Proposals were sent to the University for the establishment of Research Centre in English	View File	
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View File													
14. Whether AQAR was placed before statutory body ?	No												
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No												
16. Whether institutional data submitted to AISHE:	Yes												

Year of Submission	2019
Date of Submission	17-Feb-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	ROVAN is the IMS software used in the college. Student admissions, fees collections, issue of certificates were the modules which were currently operational during 201819.

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 institution follows the curriculum prepared by the affiliated university. An academic calendar is prepared by the IQAC of the college based on the guidelines given by the university. The important dates and events are clearly mentioned in the calendar. They include the commencement of internal tests, model examination and the semester examination. At the department level an action plan is prepared for each academic year by the Head of the Department. The elective papers are selected well in advance and time table, subject allotment, class teachers, mentors, project guides etc are allotted. Course plan is prepared by all the teachers and is recorded in their course diary. It is verified by the Head of the Department followed by the Principal. Different methods such as lecture method, demonstrations, discussions, seminar presentations, use of audio-visuals etc are used in teaching. The performance of students is periodically evaluated through assignments, seminar presentations, quizzes and weekly tests, and is recorded in the course file prepared by the teacher. The results of students are analysed by the staff in the department meetings and remedial classes are arranged for the slow learners. Field visits and study tours are arranged for the students as per the curriculum needs. Bridge courses are also offered to the UG students during their entry to college to help them to cope up with the shift from school to college. Coaching classes for competitive examinations, bank exam coaching classes etc are organised for the welfare of the students. Several career-oriented programmes and Certificate Courses are conducted for the benefit of the students.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Certificate Course in Entrepreneurship	-	18/06/2018	30	Entrepreneurship	Yes
	-	18/06/2018	30	Employabil	Yes

Certificate Course in Spoken English - Batch 1	-	18/06/2018	30	Employability	Yes
Certificate Course in Spoken English - Batch 2	-	18/06/2018	30	Employability	Yes
Certificate Course in Computational Biology	-	18/06/2018	30	Entrepreneurship	Yes
Certificate Course in Herbal Science	-	18/06/2018	30	Employability	Yes
Certificate Course in Business Communication	-	18/06/2018	30	Employability	Yes
Certificate Course in Handicraft	-	18/06/2018	30	Employability	Yes
Certificate Course in Import Export Management	-	18/06/2018	30	Employability	Yes
Certificate Course in Computer Aided Accounting	-	18/06/2018	30	Entrepreneurship	Yes
Certificate Course in Visual Communication	-	18/06/2018	30	Entrepreneurship	Yes
Certificate Course in Graphics For Visual Communication	-	18/06/2018	30	Entrepreneurship	Yes

Certificate course in spoken Hindi	-	18/06/2018	30	Employability	Yes
Certificate Course in Air Ticketing And Cargo Management	-	18/06/2018	30	Employability	Yes

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
PhD or DPhil	English	12/02/2019
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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
BA	Economics	18/06/2018
BA	English (Aided)	18/06/2018
BA	English (SF)	18/06/2018
BA	History (English Medium)	18/06/2018
BA	History (Tamil Medium)	18/06/2018
BA	Tamil	18/06/2018
BBA	Business Administration	18/06/2018
BCom	Commerce (Aided)	18/06/2018
BCom	Commerce (SF)	18/06/2018
BCA	Computer Application	18/06/2018
BSc	Chemistry	18/06/2018
BSc	Computer Science (Aided)	18/06/2018
BSc	Computer Science (SF)	18/06/2018
BSc	Mathematics	18/06/2018
BSc	Physics	18/06/2018
BSc	Botany	18/06/2018
BSc	Zoology	18/06/2018
BA	Tourism	18/06/2018
MA	Economics	18/06/2018
MA	English	18/06/2018
MA	History	18/06/2018

MA	Tamil	18/06/2018
MBA	Business Administration	18/06/2018
MCom	Commerce	18/06/2018
MCA	Computer Application	18/06/2018
MSc	Botany	18/06/2018
MSc	Chemistry	18/06/2018
MSc	Computer Science	18/06/2018
MSc	Mathematics	18/06/2018
MSc	Physics	18/06/2018
MSc	Zoology	18/06/2018
MPhil	Economics	18/06/2018
MPhil	English	18/06/2018
MPhil	History	18/06/2018
MPhil	Tamil	18/06/2018
MPhil	Commerce	18/06/2018
MPhil	Botany	18/06/2018
MPhil	Computer Science	18/06/2018
MPhil	Zoology	18/06/2018
MPhil	Chemistry	18/06/2018
MPhil	Mathematics	18/06/2018
MPhil	Physics	18/06/2018
MPhil	Business Administration	18/06/2018

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

	Certificate	Diploma Course
Number of Students	422	0

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
Value Based Education	18/06/2018	941
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Economics	42
BSc	Botany	52
MA	History	28
MA	Economics	8
MA	English	13
MCA	Computer Application	78

MCom	Commerce	26
MSc	Botany	16
MSc	Mathematics	21
MSc	Chemistry	8
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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
<p>The college assesses the feedback given by the stakeholders namely students, teachers, employers, parents and alumni. The feedback is collected from the students during each semester and from their parents during annual parents meeting. The structured feedback collected from the stakeholders is analysed by the IQAC and presented in appropriate bodies like staff council for further decisions to be taken. Based on the students feedback many new books on current trends were added to the reference section of the library by the college. The matters related to curriculum development are brought to the attention of policy makers by the staff members representing the college in the Board of Studies. The alumni feedback is collected during the graduation day organised by the college and department alumni meetings. The analysed feedback shows that they are happy with the teaching methods and the measures are undertaken for the holistic development of the students. The students feel that the curriculum is useful for enriching their knowledge.</p>

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
BCA	Computer Application	48	50	49
BCom	Commerce (SF)	64	75	66
BCom	Commerce (Aided)	64	216	66
BBA	Business Administration	64	68	60
BA	Tamil	64	110	62
BA	History (Tamil Medium)	64	87	55
BA	History (English)	64	109	63

	Medium)			
BA	English (SF)	64	80	61
BA	English (Aided)	64	437	68
BA	Economics	64	65	45
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	2668	738	35	58	85

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
179	64	12	18	4	11

[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)

Yes, the institute has a student mentoring system in place where students in a class are divided into groups of ten and one teacher from the department is assigned to each group. The mentors role is to nurture the students and guide them through any problems they may encounter. Each mentor collects the students basic information. The mentor keeps a register to keep track of the students. The mentor listens to the student as he or she discusses academic and personal issues. The mentor inspires students and assists them in their learning. Mentors interact with students on a regular basis and keep track of their academic performance and attendance. Students who are experiencing difficulties in their academic and personal lives are counselled and guided. The mentor addresses the mentee in a friendly manner and instils confidence in them to face lifes challenges. Students who are interested in sports, games, and the fine arts are identified and encouraged to participate in various competitions hosted by the college and other institutions. Following the mentors periodic feedback, separate counselling sessions are scheduled for the group to address the issues identified.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3406	179	1:19

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
186	179	7	3	118

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	NIL	Nil	Nil
No file uploaded.			

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	1103	1	27/05/2019	04/07/2019
BA	1103	2	25/05/2019	04/07/2019
BA	1103	3	21/05/2019	04/07/2019
BA	1105	1	27/05/2019	04/07/2019
BA	1105	2	25/05/2019	04/07/2019
BA	1105	3	21/05/2019	04/07/2019
BA	1107	1	27/05/2019	04/07/2019
BA	1107	2	25/05/2019	04/07/2019
BA	1107	3	21/05/2019	04/07/2019
BA	1108	1	27/05/2019	04/07/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The continuous internal evaluation system (CIE) at the institutional level adheres to the guidelines established by the affiliating university. Based on the syllabus, teachers complete portions of the curriculum according to the lesson plan and course journal. Each course has three internal examinations, with the course grade based on the average of the best two results. This is based on 20 marks for undergraduates and 15 marks for post graduate students. In UG, assignments are worth 5 marks, whereas in PG, assignments and seminar presentations are worth 10 marks. The external examination is worth 75 marks. In addition to the internal examinations, weekly tests and quizzes are given. A model examination is held at the end of the semester before the University exam, and students performance is evaluated. Students are encouraged to practice with question papers from previous years, which can be found on the college website. Internal assessment tests and other measures used to evaluate student performance are fair and effective. Students are permitted to review the valued answer scripts of internal assessment tests, and any concerns about evaluation are addressed. The grades earned by students in a class are posted on the department notice board, and individual grades are sent to parents via computerised sheet. During the Departments class-by-class parent meetings, the performance of the wards is also discussed with the parents. According to university regulations, students excellence in co-curricular and extracurricular activities is also documented, and students are motivated with special awards and prizes. The results of class tests and internal assessment tests are used by the faculty to identify slow and advanced learners whenever class tests and internal assessment tests are given. Counselling encourages

students to improve their performance in the future. We hold quizzes and problem-solving sessions for students, and advanced students are encouraged to participate in quiz competitions and seminars held by other colleges. They are also encouraged to take competitive examinations.

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

The academic calendar of our college is prepared by the IQAC prior to the start of the academic year, based on the academic calendar framed by the University for the year. The calendar contains important information such as the teaching learning schedule (working days), various events to be planned, holidays, and so on. It also includes estimated dates for internal assessment exams, university semester exams, and the possibility of a semester vacation. The academic calendar contains dates as well as the day order for each day, which students can use to plan their days. It also specifies which national and international holidays will be observed during the school year. For public holidays, the name of the occasion is provided. The calendar lists college celebrations such as Fine Arts Day, Onam Celebrations, Annual Day, Sports Day, Alumni Day, and various other programmes. Patriotic ceremonies such as the national pledge and national song are also included in the college handbook. The handbook also contains information about teaching and non-teaching personnel, departments, and committees, as well as the institutions programmes and courses and course codes.

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://nmcc.ac.in/igac/NMCC_Programme_Outcome.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
1522	BSc	Physics	47	44	94
1517	BSc	Mathematics	48	44	92
1504	BSc	Chemistry	45	41	91
1401	BCA	Computer Application	38	28	74
1201	BBA	Business Administration	55	36	65
1113	BA	Tamil	54	33	61
1108	BA	History (Tamil Medium)	47	15	32
1107	BA	History (English Medium)	48	30	63
1105	BA	English	126	106	86

1103	BA	Economics	28	21	75
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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://nmcc.ac.in/iqac/NMCC_SSS_Report_2018_19.pdf

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
Major Projects	1278	UGC- New Delhi	1188983	523300
Major Projects	1095	UGC- New Delhi	1331000	88000
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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
Regional Level Workshop on 'Data Analysis using SPSS AMOS'	Economics	11/02/2019
A seminar on Entrepreneur Talk for PG students	Management studies	16/07/2018
Intercollegiate Seminar on Australian Literature	English	28/08/2018
Regional Level Seminar on 'Entrepreneurship'	Economics	18/09/2018
State level seminar on Lifestyle Diseases	Zoology	15/02/2019
Career in Digital Media	English	04/04/2019
Training Programme on Public Speaking	English	07/07/2018
One day basic training programme on Human Rights credentials and role of college teachers	History	22/02/2019
III International conference of KAAS	Chemistry	27/09/2018
National conference on Contemporary Environmental issues and conservation	Botany	07/02/2019

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
Nill	NIL	Nill	Nill	Nill
No file uploaded.				

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nill	NIL	Nill	Nill	Nill	Nill
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
Mathematics	4
Physics	3
Botany	3

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	Physics	8	Nill
International	Botany	1	Nill
Nill	Commerce	3	Nill
Nill	History	6	Nill
Nill	Management Studies	1	Nill
View File			

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
Computer Science	9
Boatny	4
History	8
Mathematics	15
English	3
Malayalam	1
Physics	8
Chemistry	3
History	2
English	1

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	64	49	43	125
Presented papers	34	18	0	34
Resource persons	1	2	0	16
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Kerala Flood Relief - by N.S.S	NSS Units of NMCC	6	100
N.S.S Special Camp at Pathukani -	NSS Units of NMCC	6	98
Flood relief programme	NSS Units of NMCC	6	56
Bus stand cleaning	NSS Units of NMCC	6	47
Railway station cleaning	NSS Units of NMCC	6	59
Plastic awareness	NSS Units of NMCC	6	137
Campus cleaning by N.S.S	NSS Units of NMCC	6	117

Cleaning of Marthandam Bus stand - by N.S.S	NSS Units of NMCC	10	125
Cleaning of Kuzhithurai Railway station - by N.S.S	NSS Units of NMCC	15	85
Adoption of Govt. Higher Secondary School, Nalloor by N.S.S Cleaning of the school campus and planting trees	NSS Units of NMCC	35	223
View File			

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
NIL	Nil	Nil	Nil
No file uploaded.			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
NIL	Nil	Nil	Nil	Nil
No file uploaded.				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	Nil	Nil	Nil
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
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Ozias Technologies	02/12/2018	Collaborating in education, corporate training and research	6
View File			

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
9800000	10710019

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Nil
Video Centre	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Others	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Classrooms with Wi-Fi OR LAN	Existing
View File	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
LMS (Library Management Software)	Partially	1	2008

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	58055	6678498	257	80601	58312	6759099
Reference Books	1408	225698	6	36312	1414	262010
Journals	0	0	46	121325	46	121325

e- Journals	0	0	0	5900	0	5900
CD & Video	71	29947	5	4095	76	34042
Others(s pecify)	419	0	0	0	419	0

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	Nil	Nil	Nil
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	361	252	22	7	23	15	15	22	49
Added	20	11	22	0	0	0	4	0	5
Total	381	263	44	7	23	15	19	22	54

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

22 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	Nil

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
5650000	10289266	4769000	8934614

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)

Library The library is managed by the librarian and five other staff members. Every student studying in the college is eligible to become a member of the library. Users are not permitted to take personal belongings inside the library. At the beginning of every academic year, first-year graduate students are given an orientation on library resources. All the users are asked to sign

the gate register before entering the library. The library provides open access to its users. The users are asked to show their identity card at the issue counter, while borrowing books. Each borrower is responsible for the books borrowed from the library. Reference books, theses, periodicals and previous years question papers are available only for reference in the library. However, back issues of periodicals will be issued to the needy. Newspapers and popular magazines are available in the reading hall. The students, who belong to the socially, economically backward and differently-abled can avail book bank facilities. Library management software (LMS) is the ILMS software, used for library automation. A computer is installed in the library for OPAC. The library is connected with Wi-Fi facility. Eight computers are installed in the library for the use of students. The college is a member of the INFLIBNET NLIST programme. The users have a separate username and password to access e-resources through NLIST. External users will be allowed in the library with the permission of the principal. Laboratory The college offers separate spacious laboratories for the UG, PG Research centres of Science Departments. All the laboratories have sophisticated equipments to conduct the practical and to perform experiments in connection with the research work. The students have to make entry in the log book during entry and exit to the lab. The students are expected to occupy the seat / system allocated for them. The requirements necessary for doing the practical will be provided by the department with the support of the lab technicians. The practical demonstration will be given by the teacher in charge of the respective practical. The clarifications if any will be rectified by the staff on the spot. The result obtained in the practical shall be recorded by the student in the practical observation note only after it is confirmed by the teacher. The practical record notes will be submitted periodically for correction. The lab assistant should place order for specimen. The research laboratories of our college contain delicate and advanced instruments and equipment. It is accessible for the scholars of our college for internal purposes within the campus. The students from other institution will also be allowed to use the laboratory facilities upon request by respective student and principal Computer Laboratories At the beginning of every semester the computers in the Laboratory are upgraded and installed with Softwares as per the curriculum requirement. The practical hour is allotted for each subject as per university norms.

https://nmcc.ac.in/iqac/NMCC_Procedures_policies_2018_19.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	0	0	0
Financial Support from Other Sources			
a) National	BC/MBC Scholarship, SC/ST Scholarship	1117	1809290
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	Date of implemetation	Number of students	Agencies involved
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enhancement scheme		enrolled	
Mentoring	18/06/2018	3406	Institutional Level
Personal Counselling	18/06/2018	3406	Institutional Level
Yoga	18/06/2018	855	Institutional Level
Bridge courses	18/06/2018	941	Institutional Level
Language lab	18/06/2018	941	Institutional Level
Remedial coaching	18/06/2018	203	Institutional Level
Soft skill development	18/06/2018	941	Institutional Level
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Bank Coaching	29	57	0	0
View File					

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
English Academy, Sivakasi	110	31	Vertex Customer Management, Chennai	29	20
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
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	higher education				
2019	3	BA	Tamil	Nesamony Memorial Christian College, Christian College at Education, Marthandam, Mar Chrysostom College of Education	MA
2019	100	BA	English	Tamilnadu Teachers Education University Chennai, Manonmaniam Sundaranar University Tirunelveli, Annamalai University, Scott Christian College Nagercoil, American College Madurai, Nesamony Memorial Christian College	MA, B.Ed, MBA
2019	12	BA	History	Nesamony Memorial Christian College	MA
2019	16	BA	Economics	Holy Cross College, Nagercoil, Munnar Catering College, Nesamony Memorial Christian College	MA
2019	21	B.Sc.	Mathematics	St. Jude's college, Thoothoor, Nesamony Memorial Christian College,	M.Sc.

Marthandam,
Sree Ayyappa
College for
Women, Chunk
ankadai,
Musilm Arts
college, Thi
rivithancode

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

Items	Number of students selected/ qualifying
SLET	1

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

Activity	Level	Number of Participants
Botanical Drawing	Institutional Level	1
Quiz	Institutional Level	2
Art from Biowaste	Institutional Level	2
Intercollegiate Quiz Competition	Institutional Level	2
Inter school and college Christmas choir competition	Institutional Level	1
Inter school and college Christmas choir competition	Institutional Level	1
Bernald Awards- 2018, Group quiz	Institutional Level	1
YMCA-YWCA Carol service2015, Inter collegiate choir competition	Institutional Level	1
Vasanth co Award- 2019	Institutional Level	1
Essay writing, Tamil valarchithurai Tamil Nadu	Institutional Level	1

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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	Second Prize	National	1	Nil	Nil	V. Aagesh
2019	Second Prize	National	1	Nil	Nil	V. Vijin

2019	Second Prize	National	1	Nil	Nil	A.Antro Rosevin
2019	Runner	National	2	Nil	Nil	M. Prathab Andany, B. Sigin
2019	Second Prize	National	1	Nil	Nil	A.Antro Rosevin
2019	Second Prize	National	1	Nil	Nil	Shan J B Lewis
2019	Second Prize	National	1	Nil	Nil	B. Bijoy
2019	Second Prize	National	1	Nil	Nil	S.V. Akhil
2019	Second Prize	National	1	Nil	Nil	C. Saxon Das
2019	Second Prize	National	1	Nil	Nil	A.Antro Rosevin
View File						

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

Based on the regulations of Manonmaniam Sundaranar University, members are elected for the students' council from each class every year and they elect the chairperson, vice chairperson, secretary and executive committee members to the students' council. Apart from this each class has two student representatives, one boy and a girl. The student's council works for the welfare of the students and guides them in various academic, co-curricular and extension activities.

Each department has an association for UG and PG and the student representatives lead the Associations. The teacher advisors guide the student council for organizing various activities and competitions. The students feel motivated and comfortable to take part in various academic and co-curricular activities under the council. The students' council organizes various programmes such as Inauguration Day, food festivals, sports programmes, celebrations of days, Fine arts programmes, and various other programmes. The clubs and associations have their own student secretary and joint secretary to guide them. The Executive committees of IQAC, NSS, NCC, Eco club, womens cell etc have their student representatives added to execute all the activities effectively. Through all these student committees and clubs, the participation and cooperation of students is confirmed.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Yes (approved by the Governing Body)

5.4.2 – No. of enrolled Alumni:

1288

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

121300

5.4.4 – Meetings/activities organized by Alumni Association :

The Alumni Association conducts meetings regularly. The departments also conduct separate alumni meetings every year. The final year UG and PG students enroll in the Alumni association every year. There are 75 life members apart from the students who register every year. Annual meetings and batch wise meetings are organised by the Alumni Association. Every year Alumni merit scholarships are given to the University rank holders from the college. The Alumni also contribute for the development of the college and the respective departments by mobilizing funds. They also serve as resource persons in Seminars and Conferences.

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)

Academic responsibilities are fairly divided among all the staff members. Committees are appointed for the various academic and co-curricular activities to be conducted in the course of the academic year. The list of committees is displayed at the beginning of the year on the college calendar. This ensures transparency in policy execution. The responsibilities are communicated to the faculty members through regular staff meetings. The Principal of the College holds regular meetings with the Staff-Council. In these meetings, various issues are taken up for discussion before arriving at a final decision. The Heads of Departments monitor the functioning of the various departments. The office administration of the College is headed by the Office Superintendent under whom there are Head Assistants, Senior Assistant, Junior Assistant and other Class IV Staff to share different responsibilities. The admission process of the college is done through Counselling. The application forms are scrutinized by the Heads of Departments along with the faculty members and the Selection list and waiting list is published after scrutiny by the Principal and the Admission committee on the basis of the marks as per the reservations given by the state government for admissions. For the science courses a single application form is submitted by the candidates with three subjects of priority. Based on the ranking and reservation policies seats are filled through the counselling process. The vacant seats under the reserved categories are filled at the end from the main list if there are no candidates from the particular category. The admission list and the vacant positions are displayed on the digital board for the parents and applicants. The process is highly transparent and the principal, staff, students and parents take part in it.

Another practice of decentralization and participative management is the maintenance of discipline in the campus by the Discipline Committee. Senior faculty members of the college act as Convenors and Co-Convenors of the committee. It consists of an extended committee with teaching staff members from various departments and non-teaching staff members. They look after the general discipline of the students in the college. The students are monitored by the committee and proper counselling is given to them whenever needed. Complaints regarding discipline by students or staff members are also brought to the attention of the committee and an enquiry committee will be constituted to study the matter as needed by the principal. The report of the enquiry will be placed before the Staff council to take final decisions.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>The college has an updated and automated library with Wi-Fi facility. Every year the latest books and reference materials are purchased. The library subscribes to e-resources (INFLIBNET N-LIST). New equipments are added to all the laboratories. An Indoor Stadium was opened for students and staff.</p>
<p>Research and Development</p>	<p>The college provides and promotes research ambience to the maximum extent possible through adequate infrastructure support and providing a conducive atmosphere. The college has eight Research departments which holds six UGC funded minor research projects. It also has a Research Committee and Nesamony Research Forum for promoting research activities in the campus. The Research Committee organized an international conference funded by Ministry of Earth Sciences, Govt. of India and SERD - Dept. of Science and Technology, Govt. of India and also four National Seminars and Workshops. Nesamony Research Forum of the college conducted a State Level workshop on Innovative Research and Unique Publications and a Multidisciplinary National Conference on Research in present Scenario. To update their knowledge in recent trends in research, the staff are provided duty leave for participating in seminars, conferences and workshops. Teachers are also prompted regularly for submitting research project proposals.</p>
<p>Examination and Evaluation</p>	<p>The institution has an examination committee which prepares an exam calendar for the smooth conduct of internal examinations. The University conducts the theory and practical examinations during each semester. The faculty members are involved in question paper setting and evaluation process. The knowledge/understanding level of the students are continuously assessed through tests, assignments, seminars and viva voce.</p>
<p>Teaching and Learning</p>	<p>Teaching and learning process is strengthened with modern e-tools for better understanding. The College has effective feedback mechanisms in different forms through various forums</p>

to tap the expectations of student community. Brain storming sessions, Field studies, Group discussions, Case studies, demonstrations, quizzes are used to explain concepts to students and create interest in the subject. Guest talks, field trips and Project works are also given for the students. The College also offers a few certificate courses under UGC sponsored Career oriented programmes. It inculcates and cherishes special and additional talents in students.

Admission of Students

The admission process is completely manual. The applicant must satisfy the eligibility conditions of Manonmaniam Sundaranar University. Admission is given on the basis of the candidate's academic record and performance in the interview. The admission procedures are conducted by the admission committee i.e. a team of faculty members supported by the administrative staff. Orientation programme is conducted followed by a bridge course to bridge the gap between school and college.

Industry Interaction / Collaboration

Faculty members were newly appointed during the academic year. Appointments are done as per govt. rules. The recruitment of faculty and nonteaching staff is done as per UGC and University guidelines. Quality enhancement programmes were conducted for the faculty members. The college ensures the participation of all the staff, students and other stakeholders in all the day to day affairs of the institution.

Human Resource Management

Faculty members were newly appointed during the academic year. Appointments are done as per govt. rules. The recruitment of faculty and nonteaching staff is done as per UGC and University guidelines. Quality enhancement programmes were conducted for the faculty members. The college ensures the participation of all the staff, students and other stakeholders in all the day to day affairs of the institution.

Curriculum Development

The CBCS curriculum approved by the Manonmaniam Sundaranar University is followed by the college. Faculty members of our college are Chairpersons/members of UG/PG Board of Studies or in both and are directly

involved in the curriculum development process. The Feedback of the students and parents are taken into consideration while the curriculum is developed. The curriculum is also enriched by organizing lectures/workshops/ conferences for the benefit of the students. E-resources/ ICT infrastructure is used for teaching and additional information sharing. The college library is updated regularly to make the teachers aware of the recent developments in their subject area.

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

E-governance area	Details
Student Admission and Support	The student's admission related notifications are advertised online and offline. Based on the counselling programme admissions are made.
Examination	The examination process is conducted by the University. The process such as submission of internal marks and the submission of attendance to the University is done through the examination portal. Results are published by the university after the semester examinations.
Planning and Development	The various committees of the college plan for the actions to be undertaken during each academic year. They prepare a plan of action and a budget. The plan is executed after discussion with the members of the committee. Various development measures are undertaken by improving the infrastructure, purchase of equipments and computers in the lab, purchase of books and journals and so on. New software is developed for use in the library and upgradation is done in office automation.
Administration	The Administrative Management Portal ROVAN is used to record the details of the students and the admission process. Notifications of the events taking place in the college are published on the website.
Finance and Accounts	The software ROVAN is used in Finance and accounts related matters for the proper maintenance of financial records. Computerized billing system is used for the fees collection.

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
2018	Dr. Paul Raj K	One day meeting on Start-ups and S killDevelopment AnnaUniversity, Chennai. 11.07.2018	Nill	20500
2019	Dr. Paul Raj K	IAB Blind Empowerment Champion 2019- Awards towards your contribution onInternational White Cane Day 09.02.2019 10.02.2019	Nill	3650
2018	Dr. A. Joel Keenes	Workshop- Revised Assessment and Accreditation Framework for Higher Education Institutions in India, Sponsored by United Board for Christian Higher Education in Asia by St. Aloysius College, Jabalpur, M.P. 15.12.2018 16.12.2018	Nill	5390
2018	Dr. G. Gnana Elpinston	Workshop- Revised Assessment and Accreditation Framework for Higher Education Institutions in India, Sponsored by United Board for Christian Higher Education in	Nill	15000

		Asia by St. Aloysius College, Jabalpur, M.P. 15.12.2018 16.12.2018		
2018	Dr. Paul Raj K	General Body Meeting of Association of Management of Private College 02.12.2018	Nil	4213
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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)
2018	Orientat ion for teachers	-	25/06/2018	25/06/2018	175	Nil
2018	One day workshop for HOD's and IQAC Members on Revised NAAC norms and Procedures	-	12/11/2018	12/11/2018	32	Nil
2018	-	Orientat ion for Non-Teaching Staff	23/06/2018	23/06/2018	Nil	78
View File						

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
UGC-Sponsored Refresher Course in Higher Education and Women Managers	2	26/06/2018	16/07/2018	21

(Multidisciplinary) UGC-HRDC, University of Kerala, Kariavattom				
Refresher Course in Tamil Language and Literature, UGC-HRDC, University of Kerala, Kariavattom, Trivandrum	3	24/04/2019	14/05/2019	21
Refresher Course in Tamil Language and Literature, UGC-HRDC, University of Kerala, Kariavattom, Trivandrum	6	15/05/2019	28/05/2019	14
UGC-Sponsored 104th Orientation Programme, UGC-HRDC, Bharathidasan University, Tiruchirappalli	2	08/11/2018	05/12/2018	28
UGC - Sponsored 121st Orientation Programme, UGC-HRDC, Bharathiar University	1	23/11/2018	20/12/2018	28
UGC - Sponsored Orientation Programme, UGC-HRDC, University of Kerala, Kariavattom, Trivandrum	1	16/01/2019	12/02/2019	28
One day Orientation Programme on Research for M.Phil Research Scholars Research Guides, Sree Ayyappa College	1	18/09/2018	18/09/2018	1

for Women, Chunkankadai				
UGC - Sponsored Orientation Programme, UGC HRDC, University of Kerala, Kariavattom, Trivandrum	1	04/09/2018	01/10/2018	28
UGC - Sponsored Orientation Programme, UGC HRDC, Madurai Kamaraj University, Madurai	1	16/11/2018	13/12/2018	28
52nd Orientation Programme, UGC- HRDC RCCB, Jawaharlal Nehru Technological University Hyderabad, Telangana	1	25/11/2018	22/12/2018	28
View File				

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

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

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>Admission is given to the wards of the teaching staff members of the college. Various Scholarships are also provided to their wards. During medical emergencies fund is collected and given for treatment. Festival advance is given to staff. Prompt facilitation of Provident Fund loans. Help with facilitation of bank loans. Christmas Gift is given to the staff</p>	<p>Admission is given to the wards of the non-teaching staff members of the college. Various Scholarships are also provided to their wards. During medical emergencies fund is collected and given for treatment. Membership for Group Insurance. Financial contribution by college to the Non-Teaching Staff Association Fund. Festival advance. Prompt facilitation of Provident</p>	<p>Medical Support during emergencies, Financial aid to their parents Merit Scholarship (PTA, Endowments, Alumni) Sports facilities are provided. An indoor stadium and practice of games under the supervisor of the Physical Director and a gymnasium. Language lab facilities, seminar halls, students centre and bookstore for students. Alumni association - not</p>

members. Maternity leave and Gratuity is provided for staff. Hostel facility is provided for the female staff members in the college campus.

Fund loans. Help with facilitation of bank loans. Christmas Gift Christmas Gift is given to the staff members. Maternity leave, Gratuity and ESA are provided for staff.

registered Free mid-day meals is offered to the economically challenged Students. Hostel facility is provided for the female students in the college campus. Apart from the various scholarships, the institution takes necessary steps to support the financially backward students even by initiating financial collections. Students Waiting area for the girl students, Canteen and Complaint box is available.

6.4 – Financial Management and Resource Mobilization

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

In accordance with the ordinance of the University and the Constitution of the College, the day-to-day financial accounts is managed by the Bursar of the College in consultation with the Principal. The overall supervision of the finance of the College is done by the Bursar and the Correspondent on a periodical basis. There is an external financial audit of all the activities of the college done at the end of each academic year.

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
Jeevan Karunya	20000	For poor students fees
View File		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	Yes	Institution
Administrative	No	Nil	Yes	Institution

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

1. PTA joins hand in hand with the management and Principal during the times of any crisis in the day today affairs of the college. 2. PTA provides financial assistance to the management for infrastructure augmentation and maintenance of the existing infrastructure. The executive body of PTA meets occasionally. This year, PTA has invested over Rs. 31 lakh for the new construction project with an area of 8000 square feet. 3. Various departments of the college conducts PTA meeting once in a semester to discuss the performance of the students. The

feedback of the parents will be collected for the welfare of the students.

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

1. Training to operate Lab equipments. 2. Computer training to office staff 3. Orientation Programmes for the support staff members

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

- Participation in NIRF, ARIIA Ranking processes yearly.
- Implementation of the RUSA scheme.
- Upgradation of the ICT, Networking, computer, wifi facilities.
- Upgradation and augmentation of the campus infrastructure.
- Maintenance and upgradation of classrooms and laboratories.

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
2018	One day workshop for HOD's and IQAC Members on Revised NAAC norms and Procedures	12/11/2018	12/11/2018	Nil	32
2018	Orientation for Non-Teaching Staff	23/06/2018	23/06/2018	Nil	78
2018	Orientation for teachers	25/06/2018	25/06/2018	Nil	175
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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
International Women's Day	08/03/2019	Nil	489	35

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

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	26
Provision for lift	No	0
Ramp/Rails	Yes	26
Braille Software/facilities	Yes	13
Rest Rooms	Yes	26
Scribes for examination	Yes	13
Special skill development for differently abled students	Yes	26
Any other similar facility	No	0

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	21/12/2018	1	Christmas Celebration	harmony	240
2019	1	2	12/01/2019	1	Pongal celebration	Tamil festival	245
2019	1	3	21/08/2018	1	Onam Celebration	Harmony	265
2019	1	4	Nill	1	Road safety Awareness Rally	Safety	104
Nill	1	5	31/01/2019	1	Blood donation camp	Blood donation	56

[View File](#)

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

Title	Date of publication	Follow up(max 100 words)
Hand Book	16/06/2016	Students code of conduct and students responsibilities

UGC Guidelines	30/06/2010	Code of Conduct for teachers https://www.dei.ac.in/dei/files/NAAC/Criterion7/7.1.1620Code20of20Professional20Ethics-UGC20Regulations-2010.pdf
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7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Independence Day	15/08/2018	Nil	246
Republic day	26/01/2019	Nil	146
View File			

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

? Waste Management by converting degradable waste into vermicompost ? Ban on use of plastic inside the campus ? Water management ? Collecting e-waste and sending them for recycling ? Restricted entry of motor vehicles ? Eco-friendly gardens in different blocks, trees and medicinal garden and herbal garden ? Eco-friendly pond with fishes ? Use of solar panels as green energy source The Practice:

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Title of the Practice: GREEN AND CLEAN INITIATIVES Objectives of the Practice: 1. To make the campus pollution free. 2. To save the human being from the effect of environmental pollution. 3. Planting more trees and protecting the existing trees. 4. To make cool clean campus environment by conservation of energy The Context: Today there is a great need for conservation because we are facing severe environmental problems. The main cause behind these problems is that human beings are consuming natural resources at a much quicker pace than they can be replenished. Pollution is becoming very serious day by day due to deforestation and urbanisation. There is efficient use of available water and other resources. A clean and healthy environment aids effective learning and provides a conducive learning environment. To educate and make aware the students on the issues of eco-friendly and green campus The Practice: The time bound strategies are developed to implement green campus initiatives. At the outset, an 'Environmental consciousness sustainability committee' comprising faculty and students from the various departments are constituted. This helps in strengthening the eco campus. Following are the initiatives for making an eco-friendly campus. 1. Plantation: The different varieties of plants are planted in the campus. Our college has planted hundreds of plants and trees. Present green campus is the outcome of the sincere efforts. 2. Solar power generating system is provided on the roof top of the academic building (Main Block). 3. Rain water harvesting system is in place to collect roof top water into the underground recharge in form of harvesting pits 4. Plants in the campus are watered without wasting the water (Using RO waste water also). **Title of the Practice: MORALY EMPOWERING THE STUDENTS** Objectives of the Practice: To make the students a good citizen and improve their overall performance by helping the students to cope with stress through personal counselling and mentoring. The Context: Through moral education, we help students discover themselves and their potential, show them how to apply their skills and special aptitudes, and guide them in defining and pursuing their own career goals. In turn, mentoring helps the mentors discover new things about themselves. They will learn just how valuable their knowledge, experience, and expertise. The transition from Intermediate education to higher education can be a stressful

experience for many adolescents. This may include fear of bullies, a feeling of being lost, peer relationship worries, and anxiety over coping with increased workload. These concerns can directly impact their academic performance. The Moral instruction is a time bound course with time limitations to create awareness, especially during the first-year of college life when the students undergo various problems coping up with the curriculum and the demands of education. Sometimes, the financial and educational background of students can result in the development of several complexes in them due to inhibitions which may impact their performance. Considering the student teacher ratio in class, it is not possible at times, to give personal attention to students in the class to address some of the sensitive issues that bother them. One solution therefore is 'Counselling' where the teacher can form a bond with students in the true sense. Moral counselling is required for students to achieve emotional stability and to promote clarity in thinking and decision making for overall progress. The moral instructors can also give career guidance and play a major role in helping students to achieve their professional goals. The Practice: The practice is that of creating an efficient citizen. Each faculty is assigned around 50 students. Students meet to discuss, clarify and primarily to share various problems which may be personal, domestic, academic, etc. Students are trained morally, physically, psychologically. The students are equipped with all the necessary information whenever necessary for any advice or help.

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

https://nmcc.ac.in/igac/NMCC_Best_Practices_2018_19.pdf

7.3 – Institutional Distinctiveness

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

The students and staff of our college are highly motivated to help the poor and downtrodden. They help the people of mentally retarded home, blind school, deaf and dumb school, orphanage and cancer centre. Food packets are served to the beggars and street vendors. Relief works are undertaken. During the time of natural calamities our students join hands with the relief workers. They donate blood to the needy people admitted in government and private hospitals. Several awareness programmes are conducted in the villages by the various clubs of our institution. Free Mid-day meals is given to students who come from economically poor background. The student's welfare committee of the college identifies the needy students and helps them by motivating them and providing necessary help. Free Wi-Fi internet facility is provided to the students and staff of the institution. Several computers are provided for the students for e-access in the library. The language lab helps the students to improve the pronunciation and communication skills. Everyday classes begin with a common prayer to increase the mental and physical health of the students. Our college offers Value education course to the students which help to develop good character and are trained to face the outer world with the right attitude. The students would confirm for the fact that there is an adequate mix of rules with fun, freedom with limitation and attitude with control. Students are well prepared to improve their knowledge, skills and attitude. The Counselling Cell, the Placement Cell and a host of club activities with a healthy Mentor-Mentee ratio, Study Circles, Certificate Programmes, Cultural Events and International Day Celebrations, all together make our institution an ideal place to pursue their undergraduate, post graduate, M.Phil and Ph.D studies. The nature care and environmental awareness is being promoted by Eco-Club and its members. The faculty and students are encouraged to participate in seminars and conferences and promote a holistic teaching-learning environment. In order to improve IT infrastructure and teaching methodology, the College has also installed LCD

projectors in many class rooms and computer labs. Our college provides ICT enabled teaching to the students. In addition, the College facilitates regular interactions through seminars, workshops, special lectures etc. helps to gain additional skill and knowledge to our students. Our college is situated in a semi-urban area. The students are from villages and many of them are first graduates. They mostly come from Vilavancode, Killyoor and Padmanabapuram Taluk regions. Our college is situated in the border of Tamilnadu and Kerala and hence the students come from these two states. It is one of the oldest colleges in the area. Infrastructure facilities like spacious classrooms, well equipped laboratories, seminar halls, language lab, gymnasium, indoor stadium, waiting area, retiring hall for girl students and playground in the lush green area sprawling 14 acres of land.

Provide the weblink of the institution

https://nmcc.ac.in/igac/NMCC_Distinctiveness_2018_19.pdf

8.Future Plans of Actions for Next Academic Year

- Expose students to English language, improve the language lab facilities by adding more computers and space.
- Strengthen the activities of the clubs and forums.
- To help students find a suitable career- campus placement, increase employability skills , bring more companies for on campus placement drives.
- Motivate students to acquire more skills by enrolling in COP courses.
- To strengthen alumni association.
- Increase usage of library and bring more space to the reference section.
- Give more facilities for e -access in the library.
- Conduct seminars, conferences and workshops on current trends in arts science and commerce.
- Undertake new programs under campus community partnership promoting holistic development of children of the rural villages.
- Conduct more programs to help the children of government schools by making collaboration with schools.