



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		MES ASMABI COLLEGE, P. VEMBALLUR
Name of the head of the Institution		Dr. A Biju
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		0480-2851171
Mobile no.		9447520841
Registered Email		principal.mesasmabi@gmail.com
Alternate Email		bijuanchal@gmail.com
Address		Principal, MES Asmabi College, P Vemballur, Kodungallur, Thrissur, Kerala 680671
City/Town		Kodungallur
State/UT		Kerala
Pincode		680671

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr Shafeer P S
Phone no/Alternate Phone no.	04802859032
Mobile no.	9847250464
Registered Email	iqac.asmabi@gmail.com
Alternate Email	shafeerkappil@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://mesasmabi.com/wp-content/uploads/2020/06/AOAR-2018-19.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://mesasmabi.com/wp-content/uploads/2018/07/Diary-Handbook-2019-2020.pdf

5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
3	B++	3	2019	01-Apr-2019	31-Mar-2024

6. Date of Establishment of IQAC	15-Sep-2004
---	--------------------

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
Academic and	15-Jun-2020	93

administrative audit (AAA)	5	
Workshop on SPARK and other administrative matters	25-Jan-2020 1	57
Accreditation of Higher Education Institution and it's Impact on Improvement of Quality	31-Dec-2019 2	93
Outcome based Education	10-Mar-2020 1	70
From teacher to teacher plus : Where am I today?	30-Jan-2020 1	93
Theatric skills for effective teaching	02-Nov-2019 1	93
View File		

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	ASAP	Department of Higher Education, Govt of Kerala	2019 365	61990
Department	Ozone Day	Kerala State Council for Science, Technology and Environment (KSCSTE)	2019 1	10000
Faculty	Major Project:1 .Assessment of Impact of flood/landslide on Biodiversity and developing methodology for long-term monitoring and evaluation of changes in the ecosystem and biodiversity: Acase study in the Athirapilly Panchayath	Kerala State Biodiversity Board	2019 730	675000
Faculty	Minor Project : 1. Ecological Monitoring of important	Forest Development Agency (FDA),Vazhachal,Kerala	2019 730	135000

	<p>forest resources "Hornbills, Smaller Mammals and MFPs" Involving and empowering communities in supporting working plan preparation towards developing an online platform for the</p>	<p>Forest Department, govt of Kerala</p>		
Faculty	<p>Minor Project : 2. Documentation and assessment of diversity and status (IUCN) of threatened Angiosperms flora of coastal ecosystems of the Central Kerala.</p>	<p>University Grants Commission</p>	<p>2019 365</p>	<p>115000</p>
Faculty	<p>Minor Project : 3. Teaching effectiveness of Govt. and aided college teachers of commerce in Kerala- an empirical investigation based on student's perspective</p>	<p>Central University of Kerala, kasargod</p>	<p>2019 730</p>	<p>135000</p>
Department	<p>The Post Graduate Department of Economics of MES Asmabi College has organized an International Conference on Climate Change and Resilience: Views from Economics and Environment supported by</p>	<p>Department of Environment and Climate Changes, Govt of Kerala</p>	<p>2019 2</p>	<p>120000</p>

	Department of Environment and Climate Change, Govt of Kerala			
Department	World Environment Day 2019	Kerala State Council for Science, Technology and Environment (KSCSTE)	2019 1	12000
View File				

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 :	14
---	----

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

Upload the minutes of meeting and action taken report	View 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)

Organised four Faculty Development Programmes and one Administrative training programme for nonteaching staff, Conducted mass social contact programme named 'Gramika', Uplifted Commerce department as Research department, Applied for upgrading the English department as research department, Established separate exam hall for university examinations

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
--

Plan of Action	Achivements/Outcomes
To organise various administrate training programmes for Non teaching staff	Conducted one administrative training programme for non teaching staff
To upgrade the PG departments as research departments	Uplifted Commerce department as Research department and applied

	department of English for approval
To organise social responsibility initiatives of the college	Conducted mass social contact programme named 'Gramika'
To complete the work of University examinations halls	Work completed and inaugurated the exam hall
To organise various FDP programme	Four FDP's are organised
View File	

14. Whether AQAR was placed before statutory body ?	Yes
--	-----

Name of Statutory Body	Meeting Date
College Council	18-Dec-2020

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	2020
--------------------	------

Date of Submission	21-Feb-2020
--------------------	-------------

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)	<p>The whole College is connected through software in which separate login ids are provided to the teachers, Heads of the Departments and the Principal. • The Principal has access to all the departments regarding attendance, feedback etc. • Staff salary and related service matters are operated through the SPARK online system. • Issue and return of books in the library is recorded using barcode scanners and the period of retention is specified. The issues and returns of books are recorded using scanners. The entry to the library is recorded using a biometric scanner. Visitors can renew books and check the availability of books. • All the activities and achievements are updated on the College website. • Submission of AQAR online format, DCF format for the All India Survey on Higher Education etc are also done through the online mode.</p>
--	---

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

As being affiliated with the University of Calicut, our institution, MES Asmabi College strictly observes the curriculum implemented by the university and we have embraced different techniques to implement and communicate the curriculum and syllabi effectively to various stakeholders. Our college emphasizes on the institution's vision and mission and they are communicated to the students, teachers and community through proper channels. Our vision is "To enlighten the students with quality of education and latest knowledge, to thrive and empower the downtrodden and backward classes" and we have relentlessly offered our help to all beneficiaries irrespective of caste, creed and community and tirelessly worked for building a better world. Moreover, curriculum and syllabus outlines are clearly stated in our College Diary and the same is distributed among students and teachers. The institution offers academic programmes which are well in tune with the institution's goals and objectives as clearly mentioned in the vision and mission statements. A judicious selection of curricular and co-curricular activities are designed to foster the all-around development of the students. Departments are also involved in the process of effective implementation of curriculum through their action plans for the academic year. They tried to complement the curriculum by conducting various national and international seminars, invited lecture series, and providing assignments, projects and co-curricular activities which are socially relevant. We are proud to have a good number of faculty members as the members in Boards of Studies of the affiliating university as well as of other universities in Kerala and other states. They have done significant contributions towards curriculum designing and syllabus construction in their respective areas. At the university level, for the effective translation of the curriculum, students are provided with detailed syllabi along with lists of reference books and question paper models. University also conducts various workshops related to the effective implementation of curriculum. Numerous training programmes, orientation and refresher courses are organised by the university for the teaching faculty so as to improve the quality of faculty members and their teaching and learning experiences. Students are offered several platforms at the institution level to perform and transform themselves into socially reliable and responsible citizens, working towards the integrity of the community and wellbeing of the society and thereby fostering inter-connectedness, kinship and eco-justice among the people. The NSS unit of the college contributes immensely, reaching out to the varied sections of society and those in need, with a plethora of activities. The NCC unit of the college, through their vibrant activities, aim at creating a human resource of organised, trained and motivated youth to provide leadership in all walks of life and for the service of the nation. The involvement of industry, research bodies and the university is key to improve curriculum to make it demand oriented, and for the development of skill-based education. To fulfil such a demand our college takes effort to keep up with the latest trends in different fields of study and emerging opportunities that should be inculcated among other learners.

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 Income Tax E- Filing	NA	20/01/2020	30	Income Tax E-Filing	Computation of Income Tax, Expertise in E - filing.
Certificate Course in Advertisement Digital Designing	NA	20/01/2020	30	Digital advertisement	Designing skills in advertising field with ethical considerations
Certificate Course in Microsoft Office for Beginners	NA	20/01/2020	30	Computer operator	Preparation of professional and academic documents, Editing documents.
Certificate Course in Environmental Economics	NA	20/01/2020	35	Environmental Economist	Judicious utilization of natural resources, Analytical evaluation of economic policy and resource management.
Certificate Course in Communicative English	NA	20/01/2020	30	Teaching, Public speaking	Fluency and confidence in spoken English, Ability for self correction, Perform well in interviews and GD, Excellence in using English.
Certificate Course in Radio Production	NA	20/01/2020	30	Radio producer, Radio announcer, Editor (Radio)	Knowledge in radio production, Announcing, Script writing.
Certificate Course in LaTeX	NA	20/01/2020	90	LaTeX typesetting	Excellence in academic writing (Maths),

					Type setting for mathematical documents.
Certificate Course in Common Hypokinetic Disease Management First Aid	NA	20/01/2020	20	Health Trainer	Management of physical wellness and health, First aid management.
Certificate Course in Astronomy Astrophysics	NA	20/01/2020	30	Technical works in Astronomy Astrophysics	Knowledge in Astronomy, Sky watching, Operation of telescope.
Platform Skills	NA	20/01/2020	30	Corporate Trainer	Public speaking, Facilitation techniques, Leadership skills.
NA	Diploma in Travel Agency Management	20/01/2020	90	Travel Agent, Tour Operator	Management of Travel agency, Management of tour operations.
NA	Diploma in Professional Photography	20/01/2020	90	Professional photographer	Camera handling and operation, Editing photos using software.
Certificate Course in Aquarium Management	NA	20/01/2020	35	Aquarium designing,	Identify common aquarium fishes, Understand the basic biology of common aquarium fishes, Study water quality parameters in aquarium, Understand aquarium setting and aquarium accessories,

Certificate Course in Web Designing	NA	20/01/2020	30	Web Designer	Construct and design aquaria and aquascaping , Manage aquaria i Can construct web pages, Demonstrates competency in use of HTML Code, Understand the role Java script in web page creation, Utilize graphic design to enhance web pages.
Certificate Course in Career Development	NA	20/01/2020	30	Success in all types of selection processes for employment	Personality development, Communication skill including public speaking, Interview skills, Group Discussion skills.
Certificate Course in Climate Change, Sustainability Biodiversity Management	NA	20/01/2020	30	Certificate Course in Climate Change, Sustainability Biodiversity Management	Managing sustainable use of natural resources, Protection of biodiversity.
Certificate Course in Conservation, Sustainability Indigenous Rights	NA	20/01/2020	30	Environmental activist	Ecological monitoring, Awareness on indigenous rights.
Certificate Course in Fitness	NA	20/01/2020	30	Fitness Trainer	Managing physical fitness, Managing

Trainer Basic Life Support					physical and mental health, Managing first aid and life support activities.
NA	Diploma in Food Safety Quality Management	20/01/2020	90	Food Safety Manager, Quality Control Manager	Assessment of food safety, Assessment of food quality , Safety protocols and regulations.
NA	Diploma in Logistics Management	20/01/2020	90	Warehouse Manager, Logistics Manager, Supply Chain Supervisor	Warehouse management, Logistics management, Supply chain management.

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BVoc	LOGISTIC MANAGEMENT	01/06/2019
BVoc	DIGITAL FILM PRODUCTION	01/06/2019
BVoc	FISH PROCESSING TECHNOLOGY	01/06/2019
BVoc	TOURISM AND HOSPITALITY	01/06/2019
BA	ECONOMICS	01/06/2019
BA	ENGLISH	01/06/2019
BSc	MATHEMATICS	01/06/2019
BSc	BOTANY	01/06/2019
BSc	PHYSICS	01/06/2019
BSc	AQUACULTURE	01/06/2019
View File		

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
BSc	Aquaculture	01/06/2019
BA	Economics	01/06/2019
BA	English	01/06/2019
BCom	Co-operation	01/06/2019

BSc	Botany	01/06/2019
BSc	Mathematics	01/06/2019
BSc	Physics	01/06/2019
BBA	Marketing	01/06/2019
BCA	Computer Application	01/06/2019
BCom	Finance	01/06/2019
BCom	Computer Application	01/06/2019
BA	Mass Communication	01/06/2019
BSc	Psychology	01/06/2019
BVoc	Logistics Management	01/06/2019
BVoc	Digital Film Production	01/06/2019
BVoc	Fish Processing Technology	01/06/2019
BVoc	Tourism & Hospitality Management	01/06/2019
MA	Economics	01/06/2019
MA	English	01/06/2019
MSc	Botany	01/06/2019
MCom	Finance	01/06/2019
MCom	Marketing	01/06/2019

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

	Certificate	Diploma Course
Number of Students	312	65

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
ADDITIONAL SKILL ACQUISITION PROGRAMME (ASAP)	05/03/2020	30
Certificate Course in Aquarium Management	20/01/2020	25
Certificate Course in Web Designing	20/01/2020	30
Certificate Course in Career Development	20/01/2020	30
Certificate Course in Climate Change, Sustainability Biodiversity Management	20/01/2020	30
Certificate Course in Conservation, Sustainability Indigenous Rights	20/01/2020	30

Certificate course in Fitness trainer and basic life support	20/01/2020	20
Certificate Course in Microsoft Office for Beginners	20/01/2020	30
Certificate Course in Income Tax E- Filing	20/01/2020	30
Certificate course in Adverstisment and digital disgining	20/01/2020	30
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BBA	Business Administration - Marketing	44
BCom	Computer Application	54
BCom	Co-operation	60
BCom	Finance	59
BA	Economics	36
BA	Mass Communication	29
BA	English	35
BCA	Computer Applications	31
BSc	Physics	39
BSc	Mathematics	29
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	No

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

Feedback Obtained
<p>According to the feedback submitted by the students based on their classroom experiences, a ranking has been provided on the basis of the mean score of their responses. First rank or first priority goes to the statement that 'their teachers are communicating ideas effectively' followed by 'teachers are explaining the complicated lessons well', 'Curriculum has prospects for higher education/ employability', 'Syllabus is suitable to the program', ' my teachers incorporate creativity in delivering of lessons', 'Course content has corresponding reference materials is preferred', 'syllabus generates interest</p>

in the subject area', 'Aim and objectives of the syllabi are well defined and clear is preferred', 'Syllabus in need based' and 'syllabus has good balance between the theory and application'. Based on the opinion of students, it is clear that our faculty members putting their maximum efforts to convey knowledge and learning experiences. But it is the syllabus itself need to be more students centric, democratic and must keep in touch with the current scenario. Syllabus should be arranged in a need based manner. It should ensure novelty in the subject, and then only students can have better learning experience. The mean score comparison of alumni feedback reveals that, "The curriculum has been helpful to you with your present status/ employment/ higher education" which is the most important feedback. It has been followed by statement "The syllabus generates interest in the subject area", "The curriculum ensures the overall development of students" and "The syllabus has a good balance between theory application". The result indicates that the main feedback of Alumni is that they are satisfied with the curriculum, which helped to develop the status. The mean score of Employer's feedback explains that "The syllabus is suitable for their employability" followed by "The curriculum makes the student competent", "The syllabus is need based and as per current trends in the market", "The curriculum has prospects for employment", "Awareness of the recent developments in the field is provided" and "The syllabus has a good balance between theory and application". The Employer's feedback indicates that the majority responded that the syllabus is suitable for their employment. According to the feedback provided by the teachers, it is clear that the mean score ranked first on the statement, "Aims and objectives of the syllabi are well defined and clear" followed by the statements "Course content has corresponding reference materials", "Curriculum has prospects for higher education/employability" and "The curriculum gives scope for internship/training/research", "The syllabus is suitable for the programme", "The syllabus generates interest in the subject area", "Syllabus is need based", "Sufficient number of prescribed books and reference materials are available in the library" and "The syllabus has a good balance between theory and application". The teacher's feedback indicates that the majority responded that the aim and objectives of the syllabi are well defined and clear. skill-based

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
BBA	Marketing	56	762	56
BCom	Finance	66	1011	57
BCom	Computer Application	66	531	58
BSc	Physics	48	1086	29
BSc	Aquaculture	41	1115	37
BSc	Mathematics	48	676	32
BSc	Botany	36	1555	30
BCom	Co-operation	66	2561	62
BA	English	41	1785	52
BA	Economics	60	1856	56

[View File](#)

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	1951	183	45	Nil	47

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
92	92	12	50	2	15

[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)

MES Asmabi College is committed to providing support mechanisms for learners to meet their academic needs. The college has taken the initiative of implementing the mentoring of students. Students are categorised based on the streams of studies and also according to their core subjects. They are divided into groups of 25-30 depending on the number of students. At the first class itself, each group is assigned a teacher-mentor who would perform mentoring duties. Department faculties continue to be mentors for the same group of students till their graduation. Mentors maintain and update the particulars and performance of students (class tests, monthly attendance records, etc). After collecting all necessary information, mentors offer guidance and counselling, as and when required and the mentors are advised to meet students individually or in groups. In unique cases, parents are called for counselling/special meetings with the Principal at the suggestion of the mentor. If a student is identified as having weakness in a particular subject, it is the duty of the mentor to apprise the concerned subject teacher. The system has been useful in identifying slow learners and advanced learners. Based on the requirement deduced through a careful examination of each mentor's report, the college has organised several Remedial Classes in the identified topics/subjects for slow learners. The college is providing financial assistance to financially backward students. It is mainly given for educational activities and getting learning materials. In addition to these financial assistances, once in a year, a student who is deprived of house will be provided financial assistance for constructing a house. All these selections of eligible students for financial assistance is carried out with the help of the mentoring system, as the mentors are really close to students, they found miserable students easily. Our college has a personal counselling cell which helps the students in several ways. College also has a career guidance cell and students are guided to higher studies and eligible job-oriented activities through this cell. It is the mentors who find out concerned students and guide them through these cells to a bright future. College is having a proper academic plan through which it decides in advance about the balancing of academic activities, sports, arts, union activities and other cultural programmes. All these activities are student centric and mentors are arranging it in a balanced way so that each student can have their own in-classroom and out -classroom activities. The college is regularly reviewing the learning mentoring policies adopted by mentors and reports on which is collected by a team of academicians and takes follow-ups if needed. Mentor keeps contact with the students even after their graduation. The major outcomes of mentoring system are: ? The attendance percentage of the students has increased to a greater extent. ? The number of detainment of students decreased consistently. ? There was a good improvement in the teacher-student relationship. ? The mentees attain better academic performance. ? They turn out to be good alumni of the college.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2134	92	1 : 23

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
92	92	Nil	Nil	19

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. K.H. Amitha Bachan	Assistant Professor	Certificate of Appreciation for the valuable services towards the promotion of environmental education, protection, conservation and Sustainable development in the Kerala state by Centre for Environmental Education and Rural Development, 2019.
2019	Dr. Shafeer P.S.	Assistant Professor	ESN-Young Researcher Award 2019
2019	Dr. Dhanya P.R.	Assistant Professor	Young Scientist (National Seminar : Nature, environment and sustainability, 2019
2020	Dr. Dhanya P.R.	Assistant Professor	Best Paper Presentation (Conference: Environment, Human Health and Sustainable Development Goals, 5-6 June 2020
2020	Dr.Princy Francis	Assistant Professor	Appreciation letter from KSHEC, Thiruvananthapuram
2020	Muralikrishnan T.R.	Assistant Professor	Barat Vidya Ratan Award, International Business Council, New Delhi

[View File](#)

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	ECO	6	11/03/2020	30/06/2020
BA	ECO	5	25/11/2019	29/05/2020
BA	ECO	4	26/11/2020	Null
BA	ECO	3	27/11/2019	23/12/2020
BA	ECO	2	22/10/2020	Null
BA	ECO	1	12/02/2020	Null
BA	ENG	6	12/03/2020	30/06/2020
BA	ENG	5	25/11/2019	29/05/2020
BA	ENG	4	27/11/2020	Null
BA	ENG	3	04/12/2019	23/12/2020

[View File](#)

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

There is a continuous internal evaluation procedure for UG and PG students as part of the curriculum. Tutorial system has been implemented to monitor the learning process and it helps to promote and ensure effective teaching. This practice focussed attention on the students and thereby improved the general discipline of the college. As part of this, the students are allotted various groups under group tutors or mentors. The group tutor keeps regular watch over the progress and conduct of the students under them and helps them in their studies in a productive way. Every student consults his/her tutor on all matters pertaining to academic life and studies. The progress and conduct of the students are regularly monitored by the tutors through conducting class wise Parent Teacher Meetings once or twice a year. The Principal keeps a track of such meetings and make fruitful discussion with parents and teachers. Another reform introduced by the college during the academic year is exam review. All the concerned departments prepared a consolidated list of internal marks of the students after conducting the internal exams. Remedial coaching was given to the students whose grade was not satisfactory. They are categorised as slow learners. Students with exceptional performance are categorised as advanced learners. Special programmes like NET coaching PSC coaching are being conducted for advanced learners. During the year 2016-17, for ensuring the transparency in attendance marking, software named mye-collegeweb.com was implemented. The attendance of the students was entered daily and the concerned parents were informed about their children's absence through messages. A monthly attendance report duly signed by the Head of the Department and Principal was published at the end of every month. Assignments were given to the students based on their subject which are to be submitted within a time period. The teachers evaluate the assignments and assign grades or marks based on their output. A separate wing of teachers handles the process of internal examination in the college. Separate mail id like co.internalmesac@gmail.com is used for collecting internal question papers. After the internal examinations, the performance of each student was evaluated by the class tutor through a PTA along with other subject teachers and parents. This process enables the students to have a review about their past performances and to have an outlook to the future performance. Due

to the pandemic situation of COVID -19, regular classes of all students were suspended from 10th March 2020 onwards. The classroom environment underwent a major change when the teachers turn their classes to virtual or digital classroom with the support of online platforms like Google classrooms, Google meet, Whatsapp group, You Tube Videos and telegrams etc. A studio is functioning in the Department of Mass Communication and the teachers are using this facility for making video-lectures for ensuring the ICT enabled teaching.

The institution has adopted a customised Moodle platform for ensuring the effectiveness of teaching learning process and it was very useful for content sharing, conducting examination and giving assignments to students as done in the offline mode. Teachers conducted online examinations and allotted online assignments.

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

The university publishes an academic calendar every year for ensuring the proper functioning of all programmes offered by the university. The calendar gives a detailed description of conducting the internal examination and a probable date of conducting university semester examination. In accordance with university academic calendar the college also prepares an academic calendar for every year. A detailed academic calendar in the name of "Calendar and handbook" is published and circulated to every student and teacher in the institution. It gives a detailed view about the beginning and the end of each semester and probable date of university semester exams, the date of conducting the internal examinations, sports, arts, college union activities and cultural activities etc. The college takes necessary care about the balancing of the teaching learning process and extracurricular activities in accordance with the academic calendar. With the reference to the college academic calendar, internal examinations are scheduled accordingly. After examination, the internal assessment (consolidated) marks obtained by the students are published and notified. Other criterion of internal evaluation is also ensured with regard to the directions given by the university. The working day is divided into two sessions: Three hours in the forenoon session and two hours in the afternoon session. Attendance is marked at the beginning of each period. If a student is absent for one hour in a session heshe is treated as absent for half day. The student should submit leave letter to the tutor after the day of absence without fail. Attendance and progress certificate required by the University for the Eligibility to write the examination is granted unless (a) a student has attended not less than 75 of the working days during the academic year and (b) the principal is satisfied with the students' progress and conduct. The student who failed to earn 75 of attendance is permitted to appear for the university examination only after producing a condonation of shortage for attendance which is restricted for 13 days of absence in normal case and in special cases the maximum of 20 days, without any further exemptions. Condonation is allowed only twice during the period of a programme. A student is removed from rolls if heshe is absent from the college for more than 15 consecutive working days without satisfactory explanation. Sick leave, union activities of the college union members, cultural and fine arts activities of NSS CSS and NCC should be limited to 25 of attendance and the leave applied should be submitted to the principal countersigned by the teacher who is in charge of these activities. An Academic monitoring cell is efficiently functioning in the college to ensure the transparency of the attendance system. The APC (attendance progress and conduct) score of every student in the college is prepared at the end of each semester and uploaded to the university as per the university guidelines. It ensures the minimum attendance required for appearing in the university semester exams. The internal assessment of the students is uploaded in the website link

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)

<http://www.mesasmabicollege.org/igac/MESAsmabiCollege-POPSOCO.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
ECO	BA	Economics	38	18	47
ENG	BA	English	41	35	85
BCM	BCom	Co-operation	63	51	81
BOT	BSc	Botany	32	26	81
MAT	BSc	Mathematics	39	25	64
AQ	BSc	Aquaculture	36	26	72
PH	BSc	Physics	39	28	72
BCM	BCom	Computer Application	52	21	40
BCM	BCom	Finance	58	29	50
BB	BBA	Marketing	44	41	93

[View File](#)

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)

<http://www.mesasmabicollege.org/igac.html>

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	730	Kerala State Biodiversity Board, govt of kerala	675000	675000
Minor Projects	730	Forest Development Agency (FDA), Vazhachal, Kerala Forest Department, govt of Kerala	135000	135000

Minor Projects	365	University Grants Commission	115000	115000
Minor Projects	730	Central University of Kerala, kasargod	200000	135000
Any Other (Specify)	730	University Grants Commission	3272741	3272741
Any Other (Specify)	2	Department of Environment and Climate Changes, Govt of Kerala	120000	120000
Any Other (Specify)	2	KSCSTE	22000	22000
View File				

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
Organised 3 day soft skills training programme for UG PG students	Career guidance and placement cell, MES Asmabi College, P Vemballur Career guidance and placement cell, MES Asmabi College, P Vemballur	02/09/2019
One day workshop on Entrepreneurship, Idea Generation, Innovation and Incubation .	ED Club, MES Asmabi College in association with Science Technology Park, FISAT, Angamaly	09/03/2020
Workshop on "Research Methodology in Psychology"	Department of Psychology	08/03/2019
Three days National Workshop for Research scholars and students on - Research Data Analysis, Application of GIS and Research Writing in Ecology, Environment, Conservation Biology and Angiosperm Taxon	Research department of Botany and with Kerala GIS Community	23/10/2019
Seminar on Intellectual Property Rights	Department of Masscommunication	22/02/2020

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
Young Scientist Award (National)	Dr. Dhanya P. R	MES Asmabi College, P Vemballur	20/03/2019	National

Seminar :Nature, environment and sustainability, 2019)				
Young Researcher Award, 2019 (ESN is international publication which is indexed by Google scholar, Scopus etc.)	Dr Shafeer P S	ESN PUBLICATIONS is an International institute for Research and De velopment,Tamil Nadu	28/09/2019	National
Letter of appreciation (Regarding online content contribution to Kerala State Higher Education Council (KSHEC)	Dr Princy Francis	Kerala State Higher Education Council (KSHEC)	08/06/2020	State
Letter of appreciation (Regarding online content contribution to Kerala State Higher Education Council (KSHEC)	Dr Murali Krishnan	Kerala State Higher Education Council (KSHEC)	08/06/2020	State
Letter of participation State wise DIC meeting conducted by Govt of Kerala at Kerala Institute of Legal Administration (KILA)	Dr Princy Francis	Kerala Institute of Legal Administration (KILA)	21/02/2020	State
Paristhithi Mithra Awards 2019 -Certificate of Appreciation for the valuable services towards the promotion of environmental education, prot	Dr. K H AmithaBachan	St. Stephens College,Uzhavoo r	30/10/2019	National

ection, servatio n and Sustainable development in the Kerala state by Centre for Environmental Education and Ru				
Best Paper Award for the paper entitled "Role of Figs in Riparian Eco restoration"(In ternational Conference on Rivers for future 2020)	Sreehari S Nair	Department of Aquatic and Fisheries Biolo gy, University of Kerala	07/02/2020	International
District Level Reading Competition for College students (# Prize Reading Competition - 3rd prize)	V N Ameena	Kerala State Library Council	02/11/2019	District
MBLFL20, Quiz competition(Thi rd prize, Mathur bhumi)	Muhammed Sahad	Mathurbhumi Daily	16/01/2020	State
MBLFL20, Quizc ompetition(Seco nd prize, Mathur bhumi)	Nimisha lakshmi	Mathurbhumi Daily	16/01/2020	State
View File				

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
No Data Entered/Not Applicable !!!					
View File					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
6000	4000	0

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

Name of the Department	Number of PhD's Awarded
-	Nil

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Commerce	1	0
National	Economics	1	0
National	English	1	0
National	Malayalam	1	0
International	Computer Application	2	6.64
International	Commerce	11	5.79
International	Economics	2	7.97
International	Physics	1	2.22
International	Zoology	1	5.52
International	Chemistry	4	3.46

[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
Chemistry	3
English	3
Commerce	3
Arabic	4
Malayalam	1
Botany	17
Political Science	1
Aquaculture	8

[View File](#)

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
Usage of energy efficient sensor nodes on wearable device for all and child abduction detection (ISSN: 2249 -	Nasiya P M	International Journal Of Engineering And Advanced Technology (IJEAT), SCOPUS	2019	6.56	Blue Eyes Intelligence Engineering and Science	Nil

8958)						
Disease prognosis by machine learning over big data from healthcare communities (ISSN: 2277-3878)	Nasiya P M	International Journal Of Recent Technology And Engineering (IJRTE), SCOPUS	2019	6.72	Blue Eyes Intelligence Engineering and Science	Nil
View File						

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
No Data Entered/Not Applicable !!!						
View File						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	87	163	57	96
Presented papers	15	26	Nil	Nil
Resource persons	11	4	16	19
View File				

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
Planning discussion on anti-drug campaign 'VIMUKTHI'	Excise department Kodungallur and NSS	2	10
NSS 7 day special camp.	KVHSS, Eriyad and NSS	2	100
Supporting activities initiated for the students of the college for the purpose of PSC one-time registration	NSS	10	50
Supporting activities for	NSS	20	100

college maintenance work			
Public awareness campaign on traffic rules.	NSS	50	200
Volunteers participation in training program for Student Initiative Palliative Care (SIP)	Alpha Palliative center, Eriyad and NSS	2	5
Participation in essay writing competition conducted as part of world Hospice and Palliative care day	Alpha Palliative center, Eriyad and NSS	2	30
Training on Homecare for sick patients	Alpha Palliative center, Eriyad and NSS	2	4
Donation of beds to the needy	Alpha Palliative center, Eriyad and NSS	20	250
Interaction with palliative patients and 'asa workers'.	Alpha Palliative center, Eriyad and NSS	10	150
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
Reccognition by Indian Medical Association, Thrissur, for its meritorious role in blood donation as of date 1 Oct 2019.	Recognition	Indian Medical As sociation,Thrissur	60
Collected 3330 kg of electronic waste as a part of Gramika-extension activity.Certified that the above said materials have been processed and recycled as per the guidelines set by the State Pollution Control Board at Hyderabad	Recognition	Earth Sense Recycle Pvt Ltd,Hyd erabad,Telegana (An ISO 9001-2015,14001 -2015,OHSAS 18001-2007 and R2 Certified Company)	1800

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
Cleaning of the department and the surrounding areas as part of CSS activities	Department of Aquaculture	Swachh Bharat	6	80
Budget Discussion on union budget 2019 on 8 July 2019.	PG Department of Economics	Social Extension Activity	6	100
Participation in two day training on Freshwater Fish Breeding at National Fish Seed Farm Malampuzha, Palakkad on 19th and 20th of August 2019.	Department of Aquaculture	Social Extension Activity	2	30
Counselling sessions were organised	Department of Psychology	Social Extension Activity	4	20
Activities related to Ozone day celebration on 24/09/19.	Department of Physics	Social Extension Activity	6	100
No Carbon Day activities on 8 Nov 2019 as part of Green Protocol Adoption.	Bhoomitrasena Club, NSS and College Union	Swachh Bharat	10	1000
One day workshop on 'Women Civilisation' on 11 November 2019.	MES Asmabi college and the Sign Group	Social Extension Activity	4	250
'NIRBHAYA SELF DEFENCE" training programme on 22	Women Development Cell of MES Asmabi College	Gender Issues	4	100

Nov 2019.				
Visit to Snehaniyam (Peace Home) Mulamkunnathukaavu Thrissur on 14/11/19	PG Department of Commerce Management Studies	Social Extension Activity	4	50
Donation of photocopier machine to Mathilakom Police Station on 9 July 2019.	College Management Committee	Social Extension Activity	4	10
View File				

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
Execution of two research projects one supported by FDA Vazhachal, Kerala Forest Department for the preparation of the management plan of the Vazhahal Forest Division	6 Research Students and 12 MSc students involved in research activity	Financial Support from FDA Vazhachal and Kerala State Biodiversity Board	123
Awareness programmes to the Tribal Grama Sabhas and Fisher floks. Also support in claiming their claims under FRA 2006	2 Research Students and 7 MSc Students, 5 UG students participated in the community orientation programmes	Financial Expense met from Scheduled Tribes Department, Malappuram District and partially from Western Ghats Hornbill Foundation in the Nilambur area. From Western Ghats Hornbill Foundation in the Puthenvelikkara Area	17
Training for students (in shrimp and fish seed production)	36 students of final year B.Sc. (+ 1 faculty for coordinating)	Free of cost	2
Handled classes of Micro Economics as a part of the first semester Environmental studies and conducted external viva voce and project evaluation	12 students	Thunjath Ezhuthachan Malayalam University	2

Field Visit and training for students (At National Fish Seed Farm, Malampuzha, Palakkad- training in fish seed production)	34 students of Final Year B.Sc (+ 2 faculties for accomaniment)	Shared by students and faculties	2
View File			

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
Industrial Visit To Seafood Processing Unit	Field Trip to Live Feed Hatching Unit	Regional Shrimp Hatchery, Azhikode	24/01/2020	24/01/2020	50
Industrial visit	Industrial Visit To Seafood Processing Unit	K.M.Fisheries, Azhicode	13/12/2019	13/12/2019	14
Industrial visit	Industrial Visit To Seafood Processing Unit	K.M.Fisheries, Azhicode	11/08/2019	11/08/2019	50
Internship	B.Voc(Logistics Management) 1st Year Students went for Internship as part of their curriculum	AIWA Shipping Company	01/01/2020	31/01/2020	47
Internship	B.Voc(Logistics Management) 2nd Year Students went for Internship as part of their curriculum	George Forwarders Company , AIWA Shipping Company, Logan Logistics Shipping Company	06/06/2019	29/06/2019	41
Industrial	B.Voc(Logi	Sargalaya	20/11/2019	20/11/2019	41

visit	istics Management) 2nd Year Students visited an industry as part of their curriculum	Arts And Craft Village, Wayanad			
Industrial visit	B.Voc(Logistics Management) 1st Year Students visited an Industry as part of their curriculum	MIV Logistics Pvt Ltd, Vallarpadam	16/01/2020	16/01/2020	47
Industrial Visit	B.Voc(Logistics Management) 1st Year Students visited an Industry as part of their curriculum	Central Warehousing Corporation, Ernakulam	21/01/2020	21/01/2020	47
Industrial Visit	B.Voc(Logistics Management) 1st Year Students visited an Industry as part of their curriculum	Kerala State Warehousing Corporation, Kochin	28/01/2020	28/01/2020	47
Field trip	1st Year Students Participated In World Muzris Day Programmes Held At Kottapuram, Kodungallur.	World Muzris Day Programmes Held At Kottapuram, Kodungallur	19/11/2019	19/11/2019	47
View File					

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
--------------	--------------------	--------------------	---

Hajee Karutha Rowther Howdia College (Autonomous) Uthamapalayam -625533, Theni Dt.	15/02/2019	For faculties and students exchange	12
TCS ION, Thrissur	08/03/2020	Certificate Course	31
AIWA Shipping Company	30/12/2019	To Provide expert theory practical and internship based classes. To conducting internship programme at AIWA Shipping and Logistics. Internship conducted on January 2020 for the students II BVoc Logistics Management on June 2019	48
Speed Wings Aviation Academy	05/08/2019	To have a training partnership in Industrail Training Programme. To Equip the students with latest technical skills. To provide expert theory and practical classes. To arrange finishing school classes. Faculty Exchange Programme, Internship, Industr	24
Guideline Softnet Technologies Pvt. Ltd., N Paravur	21/10/2019	To promote and enhance Tally training programme to the Commerce students. To Provide career Guide line suppor. To Promote information for continual education. Tally ACE (40hrs), Enrolled 46 students, Tally Orientation Programme by Mr. Jiji Kumar, Reg	48
ProFINZ, The	08/07/2019	To Conduct CMA	25

Institute of Cost Accountants of India, Thrissur Chapter Authorised Extension Centre		Coaching as per the guide lines of the Institute. Registration support to students. To arrange Orientation Classes. Computer Training Supervision and conducting examination for students. CAT Course, Intermediate Course, 3 years, Enrolled	
LCC Computer Education, Aluva	09/10/2019	Enrolled 12 students, Completed 15 hours of SAP B1 course, Total Hours :40	13
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
51	51

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Video Centre	Existing
Seminar halls with ICT facilities	Existing
Classrooms with Wi-Fi OR LAN	Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Classrooms with LCD facilities	Newly Added
Classrooms with LCD facilities	Existing
Seminar Halls	Newly Added
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Newly Added
Class rooms	Existing
Campus Area	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	Nature of automation (fully	Version	Year of automation
------------------	-----------------------------	---------	--------------------

software	or partially)		
Book Magic	Fully	5	2007
Koha	Partially	19.11.02.000	2019

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	31852	5874937	1171	361386	33023	6236323
Reference Books	2354	896189	171	291664	2525	1187853
e-Books	3136082	5900	22	5900	3136104	11800
Journals	66	41728	2	6500	68	48228
e-Journals	6277	5900	Nil	Nil	6277	5900
Digital Database	8783	Nil	Nil	Nil	8783	Nil
CD & Video	442	540	35	Nil	477	540
Library Automation	2	55000	Nil	Nil	2	55000

[View File](#)

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
No Data Entered/Not Applicable !!!			
View File			

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	132	50	17	1	0	10	35	100	0
Added	0	0	0	0	0	0	0	0	0
Total	132	50	17	1	0	10	35	100	0

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

100 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
--	--

Lecture capturing system (media lab)	http://mesasmabi.com/index.php/studio-floor/
Dubbing studio	http://mesasmabi.com/index.php/dubbing-studio/
Video	https://www.youtube.com/watch?v=sLAZIr08muI
Video	https://www.youtube.com/watch?v=bXggaju tEog&t=167s

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
49	49	28	28

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 management of MES Asmabi college continuously strives to meet the growing needs of the institution in the twenty-first-century academic world and makes available adequate physical infrastructure and constantly upgrading facilities in order to provide a good teaching-learning environment. A high degree of excellence is the marked objective of the institution. The entire academic and support facilities are systematically repaired and maintained, and special care is taken to ensure the proper functioning of all these. The purchase committee headed by a senior faculty takes a yearly review of the facilities and services. The report is analyzed by a meeting of the purchase committee with the Principal. Problems and priorities are discussed, and solutions were immediately sought. Purchase and maintenance expenses are properly utilized as per the proper procedures. The local management committee and college development committee monitors the overall functioning of facilities and services. The reports and reviews received from the purchase committee are considered during these meetings. The absolute and essential requirements of minor expenses of maintenance, replacements, or construction are immediately sanctioned in the meetings. The requirements of large expenses are sent to the parent institute for approval and funding. Every year renovation of the old is done in order to cope up with the need of the time. The following things are done without fail to ensure the same: -

- Maintenance of building and other infrastructure facilities is essential, and the college finds Government, UGC, management, and PTA funds for it.
- The college has an effective mechanism for the maintenance and upkeep of infrastructure, other facilities, and equipment.
- The college utilizes the available funds effectively with long-term planning and is implemented in a time-bound manner.
- The college has entered into an Annual Maintenance Contract with various service providers for lab equipment, computers, and other accessories.
- Service of one computer technician is utilized for the maintenance of computers and allied accessories.
- Costly equipment and other specialized equipment are serviced by service providers. Calibration of electronic equipment is done as per the pre-defined schedule.
- College has appointed staff for cleaning and upkeep of classrooms and campus. A

register is maintained for cleaning works. • Infrastructure and other facilities are checked, maintained, and repaired if necessary by experts in respective fields like structure, electrical, plumbing, etc. • Departments and office staff take care of the facilities provided to them. • Students carefully use main instruments and hazardous chemicals under the supervision of the teaching or non-teaching faculty. • For maintaining the aesthetic value of proper campus landscaping of available free land is carried out by extensive potting practices. • For drinking water supply the college has installed water purifiers which are maintained by the support staff. • Logbooks are maintained in laboratories, sports equipment, and library. • The heads of the concerned departments/library scrutinizes the logbooks to ensure the correctness of entries.

<http://mesasmabi.com/index.php/all-labs-under-dept/>

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	Alumni PTA	22	197000
Financial Support from Other Sources			
a) National	E grants, Higher Education scholarship, Aspire scholarship, Fisheries scholarship, C. H Mohammed Koya scholarship Suvarna Jubilee Scholarship	773	7483221
b) International	-	Nil	Nil

[View File](#)

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Certificate Course in Aquarium Management	20/01/2020	25	Dept.of Aquaculture, MES Asmabi College, P.Vemballur
Certificate Course in Career Development	20/01/2020	30	Dept.of B.com Finance, MES Asmabi College, P.Vemballur
Certificate Course in Climate Change, Sustainability Biodiversity Management	20/01/2020	30	Research Dept.of Botany MES Asmabi College, P.Vemballur
Certificate	20/01/2020	30	Research Dept.of

Course in Conservation, Sustainability Indigenous Rights			BotanyMES Asmabi College,P.Vemballur
Certificate Course in Fitness Trainer Basic Life Support	20/01/2020	20	Dept.of Business AdministrationMES Asmabi College,P.Vemballur
Certificate Course in Income Tax E- Filing	20/01/2020	30	Research Department of Commerce,MES Asmabi College,P.Vemballur
Certificate Course in Microsoft Office for Beginners	20/01/2020	30	Dept.of Computer ApplicationMES Asmabi College,P.Vemballur
Certificate Course in Environmental Economics	20/01/2020	30	Dept.of Economics,MES Asmabi College,P.Vemballur
Certificate Course in Communicative English	20/01/2020	30	PG Dept of EnglishMES Asmabi College,P.Vemballur
Certificate Course in Radio Production	20/01/2020	20	Dept.of Mass Communication and JournalismMES Asmabi College,P.Vemballur
View File			

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	Finishing School Programme to cater employ ability	485	485	Nil	Nil
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
3	3	3

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
Nil	Nil	Nil	Nil	Nil	Nil
View File					

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	BSC Psychology	Department of Psychology	Christ Deemed University	MSC Psychology
2020	2	BSC Psychology	Department of Psychology	Lovely Professional University	MA Clinical Psychology
2020	3	BSC Psychology	Department of Psychology	Periyar University	MSC Psychology
2020	1	BCom Finance	Post Graduate Department of Management Studies	MES AIMAT, Marampally	MBA
2020	1	BCom Finance	Post Graduate Department of Management Studies	RVM Associates	MBA
2020	1	BCom Finance	Post Graduate Department of Management Studies	Logic Management Training Institute Pvt Ltd	CMA
2020	1	BCom Finance	Post Graduate Department of Management Studies	Maya College, Valappad	MBA
2020	2	BCom Finance	Post Graduate Department of Management Studies	Institute of Cost Accountants of India	CMA

2020	6	BCom Finance	Post Graduate Department of Management Studies	IGNOU	MCom
2020	2	BCom Finance	Post Graduate Department of Management Studies	Surround Tally Institute	PDI CAM
View File					

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	7
View File	

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

Activity	Level	Number of Participants
Gannaopaharam 11 Oct 2019	College	8
Eid Fest Mehfil2019/Mehandi Mappilapattu competitions 7th Aug 19	College	14
Onolsavam 2019 6th Sep 2019	College	9
100 m race	College	27
200m	College	24
400 m	College	18
800 m	College	10
1500 m	College	6
Shotput	College	42
Javelin	College	25
View File		

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
Nil	Nil	Nil	Nil	Nil	Nil	Nil
View File						

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

The College follows a parliamentary mode of election in compliance with the University statutes and regulations in this regard. The dates of nomination and election are scheduled by the University. Normally a one-week interval exists between the filing of nomination and the election. One of the faculty is appointed as Returning Officer for conducting the election process. Every student on the rolls of the college has the right to vote in the process of election of class representatives. The Students' Union actively involves in the smooth functioning of the College. The Staff Advisor to the Students' Union gives proper guidelines in organizing its activities. All the elected class representatives together with the union members they elect constitute the student union or council. The Student Council consists of 1) Chairperson 2) Vice-Chairperson 3) General Secretary 4) Joint Secretary 5) Fine Arts Secretary 6) General Captain 7) Student Editor 8) Two University Union Councillors who function as the representatives of the students of this college in the University Union. The donations from the College Management, the faculty, and generous public donors contribute towards the funding of the Students' Union. The union plays an active role in addressing various academic and co-curricular activities. They also bring to the attention of the Principal and other authorities concerned the grievances and needs of the students. They act as an intermediary body between management and the students. There are girls representatives in anti-ragging cell, class monitors, internal complaint committee, SC/ST cell, OBC cell, etc to ensure the welfare of girls. The union plays a vital role in resolving the general disciplinary issues among the students, and also in maintaining the culture and discipline on the campus. Members of the College Union identify the student volunteers from different classes to form an organizing committee to conduct programs like seminars, guest lectures, workshops, cultural fest and also take initiative in publishing college magazine which serves as a platform for Aspiring writers. They also play an active role in disseminating important information to all the students. They also associate themselves with various departmental as well as club activities. The student union in coordination with the Committee Heads organizes celebrations or events like Teachers Day, Fresher's Day, Farewell Day, College Day, IAS Training as well as PSC Coaching. A fine arts festival is also arranged by the Union to identify talented students, who can participate in zonal and inter-zonal championships and provides adequate support to students participating in D-Zone as well as Inter-Zone competitions. They also involve themselves in the activities of NCC and NSS. Most of the activities of the campus are student-centered to provide students opportunities to take up leadership roles, right from planning to organizing, getting sponsorships, publicity, handling media, stage management, discipline, etc. Students under the guidance of the faculty coordinator take active initiation in organizing field visits or industrial visits. Student representation in governance is seen in IQAC, Departmental Clubs, Sports Committee, Cultural Committee, Anti-Ragging Committee, Discipline Committee, Annual Day Committee, Film Festival Committee, etc.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The Alumni association of MES Asmabi College actively carried out numerous meetings and programs like every other year. The Institution maintains its alumni network through Alumni Meetings, the annual family meets their visits to the college, and through the college website. The College collected feedback from outgoing students to obtain data on their course work, teaching practices, and other student support services. The mechanism of gathering feedback from various sources is effectively channelized each and every year. In addition to these Department, level alumni meetings were organized using online platforms

like Zoom and Google Meet. Usually, the alumni association invites all retired staff to the College alumnae reunion so that the former students can interact with their teachers. Because of the current COVID-19 scenario, virtual meeting platforms were included to meet the requirement. We follow the practice of honoring eminent alumni in annual meetings. The number of alumnae participating in the event is overwhelming which indicates the cordial relationship the College maintains with its former students. The teachers of our College have a tradition of instituting endowments for the best students. A get-together of all retired teachers is conducted on the 2nd of October every year. Besides, they are also invited to the Institution on all important occasions, especially the Staff Retirement day, every year. The total number of enrolled alumni for the year comes around 341 as per records. The contribution of alumni to meet various necessities is Rs.486740/-. The association organized various activities such as Gold Medal Distribution, Scholarship Distribution, Family Meet and donation to Gandhi Shelf, numerous Charity Donations, Farewell for final year UG and PG students, and Distribution of Annual Directory- Ormakkai. The Annual Family meet of the year was held on 2nd October 2019 and it was also facilitated using the online platform Google Meet keeping strict adherence to COVID-19 protocol. The opportunity of a virtual meet was wholeheartedly received by our alumni community. A few of the alumni from overseas, who couldn't have otherwise joined the Family meet were able to actively participate in the meet. Apart from this Student's farewell party, Yathramozhi was also conducted following the same protocol. The College Alumni association honored the University rank holders of the Final Year Degree Examination on 13th July 2019. A meeting for the retired teachers was also organized by the College Alumni Association on 8th December 2019 at KBES Durbar Hall, Kodungallur. The opening balance of the College Alumni Association account was Rs. 7340/-. Association spent Rs.54000/- for the Student Annual Directory-Yathramozhi, Rs. 144000/- as part of Gold Medal Distribution, Rs.47000/- for the distribution of Student Scholarships, Rs 5170/- as part of expenditure for farewell function, Rs.10436/- for purchasing Banners, Mementos, and stationery items for various programs, Rs.30300/- as expenditure to run Family Meet, Rs.60000/- as a donation to charity and Rs. 125000/- as a donation to Gandhi Shelf. The overseas unit of alumni has been supporting our financially weak students through scholarships. The Alumni Association also conducted a function to honor the top scorers from each department and also awarded gold medals.

5.4.2 – No. of enrolled Alumni:

341

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

486740

5.4.4 – Meetings/activities organized by Alumni Association :

Meetings / Activities organised by alumni association : 7 1. Gold medal distribution 2. scholarship distribution 3. Family meet 4. Donation to Gandhi shelf 5. charity donations 6. Fare well 7. Distribution of annual directory

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The Management ensures decentralized administration and plays a lead role in institutionalizing the best practices of the college. A classic evidence of the practice of decentralization and participative management is manifested in the programmes associated with best practices of the college like 'Gramika' (Group

for Rural Appraisal, Mentoring and Intervention) and 'Sukrutham' (The various programmes connected with memory of the 150 year of the Mahatma) GRAMIKA As e-waste is the most rapidly growing waste problem, 'Gramika' gave emphasis to e-waste management. All Departments of the college collected E Waste, handed over to NGOS and the received amount spend for the welfare activities of the student. Besides these, conducted awareness programmes on E Waste disposal on 23 January 2020. The PG Department of Commerce conducted a 'e-waste Management Campaign' at Kadapuram, Anjangadi Ward No:XIX of S N Puram Gramapanchayat, Thrissur District. The Departments of Physics and Chemistry distributed leaflets specifying the classification and hazards of e- waste among the inhabitants of S N Puram Gramapanchayath with the help of the ward members and the Kudumbasree members. Department of Mathematics organised awareness programme about E Waste and collected e-waste from the houses of Ward 1. Department of Aquaculture conducted an awareness class on E Waste disposal at Yuva Tharangam Library, Panangad. Department of Botany conducted three programmes which include an awareness campaign towards green practice, the distribution of vegetable seeds to the selected families in the village and E waste collection from students' houses and college premises. Department of Mass Communication conducted an awareness programme on "Hazardous Impacts of Plastic, E Waste and Their Proper Disposal" for the students of Edavilangu GHSS School. PG Department of English conducted an activity oriented communication enhancement training programme for the students of Govt. L P Fisheries School, Karaon. PG dept. of English collected e-waste from Govt. LP fisheies school, Karaon and also conduced an activity oriented communication enhancement training programme for the students SUKRUTHAM In memory of the 150 year of the Mahatma Gandhi and as part of the Golden Jubilee celebrations of the College, MES Asmabi family joined hands together to conduct the programme "Sukrutham".

The programme on 02 October 2019 to honour the retired teaching and non teaching staff of the college which was inaugurated by the honourable speaker of Kerala Sri.P. Sreeramakrishnan, was enriched with the presence of Sri. Benny Behnan M P and Sri. E T Tyson Master MLA. The inauguration of the 'Gandhi Corner'-a collection of books which details the life and sacrifices of Mahatma Gandhi- in the college library added colour to the celebration. In the programme conducted as part of Golden Jubilee celebrations on 11 October 2019, the college honoured its fifteen alumni, who added laurels to the institution with their prominence in their respective fields. The programme was enriched by the presence of Dr. Alexander Jacob IPS, Sri.Kamal (Chairman, Kerala State Chalachithra Academy) and Sri.P.H.Muhammed (Corporate Manager, MES Aided Colleges)

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	The design of the curriculum empowers scholastic adaptability in teaching learning.. To cater the needs and demands of the student community in alliance with the regional and national emerging trends, Certificate, Diploma, Add-on Courses, Value added, Skill based courses, and Orientation programmes are being conducted. The structuring and restructuring of the curriculum stand with the national

necessities, following the rules of the UGC. The curriculum which focuses on the enhancement of leadership skills, communicative skills, team building and team work capacity is conducive for students to have a holistic growth, and the syllabi enables them to excel academically and instils social consciousness.

Teaching and Learning

Traditional systems and modern e learning systems of disseminating knowledge are amalgamated to make teaching learning more fruitful and constructive. The institution encourages student centred approach in teaching learning process. Faculty members of the college incorporate facilities of ICT in teaching-learning. Students are given opportunities of self- expression and expert lectures and seminars are conducted to equip them to spread their wings on manifold disciplines. Tutors identify slow and advance learners, where advanced learners and slow learners are being given activities in the areas in which they need more support. Remedial classes are being arranged for weak students. Teachers encourage the use of library of the institution and surfing various educational sites to equip them as self-seekers of knowledge.

Examination and Evaluation

There is a faculty in charge of the co-ordinator of internal examinations and an additional chief-supernatant to conduct to conduct to university examinations properly. College examination committee is in charge of conducting and sorting out issues related to internal and external examinations. The committee meetings will be held often, especially before the commencement of an academic year and decide the distribution of duties among faculty members and prepare Internal Assessment. There are two semesters in each year. In each semester, there are two internal exams and one external exam.

Research and Development

The College is committed to engage faculty members and students in research, innovation and extension activities. PG Department of Botany which is also a research centre adds laurels to the institution with its significant contributions to the world of research. PG Department of Commerce

stared their research centre in the academic year 2019-20. The college provides financial assistance to research activities through funding and promotes publications of articles in UGC approved journals. College has a Research promotion council for inculcating research aptitude among students and faculties. The college's faculty contribute to research fields by active involvement in research activities like publication of books, book chapters and taking up major and minor research projects.

Library, ICT and Physical
Infrastructure / Instrumentation

Library:- Our college has a well-equipped computerised library which works from 9:00 am to 5:00 pm. Library staff include a librarian and three assistants. The institution's library committee decides on the matters related to library like book purchase. 'Book magic' software is used in the library for book issue and return.

Institution has access to OPAC/inflibnet/delnet/IUC facilities. All the new arrivals are displayed on separate 'new arrival display racks' for easy identification. ICT as a learning resource:- Institution has computer Lab with internet Wi-Fi connectivity, Media lab and recording studio that is accessible to staff and students during working hours. Staff and students use the facilities of computer lab and audio visual lab to make teaching learning more effective.

Network resource centre is also available in the library for help the students and faculty to access internet. Physical

Infrastructure/Instrumentation:- Build an exam hall of the college to serves the purpose of smooth conduct of exams, added more classrooms for B. Voc programmes, Research centre facilities for commerce, Digital classrooms enhanced, Ground faculties expanded, Psychology lab facilities enhanced, various equipments for B. Voc Fish Processing Technology programme purchased. More sports equipments are added to physical education department. Fitness centre arranged under Physical Education Department. The college has a generator and also uses solar power for ensuring uninterrupted supply of electricity. Auditorium and Seminar hall are optimally used to conduct

seminars association meetings, workshops, cultural programs etc. Smart room is also used to conduct seminars, workshops and meetings. Computer lab is maximally used for net access and other computer related jobs by both staff and students. Psychology lab, well equipped language lab and media lab are optimally used. Classrooms are equipped with multimedia projector and sound system. Separate hostel facilities are available for girls and boys. As visual memory is more effective, Aquatic lab and museum help students to experience a different world

Human Resource Management

The College encourages the appointment of all faculties having research and teaching experience along with the minimum eligibility criteria set by statutory and regulatory bodies like UGC/ University. The College has a policy and standing provision for ensuring professional development of the faculty. The college enables its faculty to attend seminars, symposia and workshops. They are encouraged to work on their Ph.D./M.Phil in their particular area of interest. The Grievance Redressal Committee settles the grievances of the students, teaching staffs and non-teaching staffs. The college analyses and appropriately uses the assessment and evaluation and the annual appraisal outcome of both teaching and non-teaching staff. Because of delay in appointment of Government approved non teaching staff in office, the management appointed temporary staffs and giving salary by the management

Industry Interaction / Collaboration

The college has interactions with number of industries through which faculty and students get opportunities to know more about the working style of the industry. College has also collaborations with affiliating university (Calicut University), other fellow institutions in the region, various institutions of society etc. B.Voc (Logistics management, Fish Processing Technology, Digital Film Production, Tourism and hospitality management), B.Com, BA, BBA and B.Sc students have attended their internship in the following companies George Forwarders Company , AIWA Shipping Company, Logan Logistics Shipping

Company, Sargalaya Arts And Craft Village,Wayanad, MIV Logistics Pvt Ltd,Vallarpadam, Kerala State Warehousing Corporation,Cochin, World Muzris Day Programmes Held At Kottapuram,Kodungallur, Sargalaya Arts And Craft Village,Kozhikode, World MuzrisHeritage Project,Govt of Kerala, K.M.Fisheries, Azhicode, Regional Shrimp Hatchery, Azhikode, Mbifl At Kanakakunnu Palace, Malayalam Zee Channel, Janam TV, Malayalam Zee Channel, KMBFL,Thiruvanathapuram, Regional Shrimp Hatchery,Azhikode, Chikmangalur, Dandeli, Malpa etc.

Admission of Students

Admission is on the basis of the reservation rules of the Government and university. There is reservation for SC/ST, OBC, OEC, Transgender, physically challenged, sports quota, cultural quota and students from Lakshadweep. 20 percent of seats of Aided programmes and 50 percent of seats of self-financing programmes are reserved for management quota and these seats are filled by the management based on the rank list prepared by them. The candidates are admitted for PhD programmes in two ways, one from the JRF/NET qualified candidates and the others from the candidates qualified university level entrance examinations.

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

E-governance area	Details
<p>Planning and Development</p>	<p>The College makes a detailed plan at the end of the ongoing academic year, to be executed during the coming year. The suggestions to this are invited from the stakeholders through electronic means including social media. The plan is prepared and presented by the IQAC. The campus technology software and its various modules are utilised in the planning process to streamline the whole activities of the college in a systematic way. MES DKATIA, DeQ portal, etc are used for this purpose.The software helps to plan the academic calendar, session plan, work diary, and weekly workload. It also provides the option for online assignment. Library automation has been initiated using Book Magic OPAC software. Also provide INFLIBNET service for the faculty and</p>

	students.
Administration	<p>For time table and attendance, customized software is used. With this, teachers are enabled to take attendance through their mobile phones. Classes are being shared and arranged by teachers when they are on leave. This helps in maintaining paperless communication in these processes. Notices and circulars are uploaded in the college website and communicated to different departments through e-mail from the office of the Principal. There are different Whatsapp groups of teachers, students and head of the departments. Through these groups, information, notices and other documents are circulated. Every IQAC notice is circulated by the coordinator himself through e-mail and other online sources.</p>
Finance and Accounts	<p>The financial transactions of the college related to the salary of the staff are all done online through the Government interface SPARK. All documents related to the same are also submitted online. The financial transactions of the college related to the salary of the staff under UGC assistance are all done online through the Public Finance Management System (PFMS). The college has implemented e-procurement for purchase. All documents related to the same are also submitted online through PFMS site. Also purchase and payments from UGC fund is done through PFMS. E-tender is notified as per the government guidelines for purchase of items through etenders.kerala.gov.in website. Self-financing staffs are receiving their salary through NEFT transfer from the college Management.</p>
Student Admission and Support	<p>The student's admission is done through the University's Centralised Admission Process (CAP) system and it is furthered by the software by keeping all records related to admission in a systematic and retrievable way. The students support module, helps to integrate all details related to students including mentorship, remedial coaching, competitive exam, higher education, scholarships etc. Admission of Post Graduate students is done through Calicut University PG CAP. Admission of Undergraduate students is</p>

	<p>done through Calicut University UG CAP. Through CAP admission process, students can easily find out the allotment and admission details without any delay. Scholarships such as E grants, etc. are applied through online and students receive the amount to their bank accounts directly. Online counseling is arranged for the essential candidates. Online classes are provided for the students. E-mail ids and contact numbers of all members of Anti Ragging Committee, Anti Ragging Squad and Internal Complaints Committee have been uploaded to the college website and students can communicate to the members through e-mail.</p>
Examination	<p>The records related to University examination are all handled through the University portal through online facility. The internal marks are also entered through this online facility as and when prescribed by the University for respective semesters. Online Internal Exams have been conducted for the students and teachers sent the final mark list of answer scripts to the chairman through email.</p>

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. Dhanya. P.R	CLIMFISHCON- "Consumer preferences for value added fish products in Kochi"	NA	1000
2020	Dr. Amitha Bachan	International conference on Rivers for Future 2020	NA	1000
2019	Bala Subramanian U	Skull Culture	NA	1000
2019	Smt. Dhanya.K	Climate change and fishermen community in kerala	NA	1000
2019	Rinciya. VA	Climate change and	NA	1000

		fishermen community in kerala		
2019	Nasiya P M	International Conference on Perceptions in Biomedical Engineering and Affordable Healthcare Technologies	NA	1000
2019	Shanilkumar Ayyappan	Politics and economics of Climate Change	NA	1000
View File				

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	Theatric skills for effective teaching	NA	02/11/2019	02/11/2019	93	Nil
2020	From teacher to teacher plus : Where am I today?	NA	30/01/2020	30/01/2020	93	Nil
2020	Outcome based Education	NA	10/03/2020	10/03/2020	93	Nil
2019	Accreditation of Higher Education Institution and its Impact on Improvement of Quality	NA	31/12/2019	01/01/2020	93	Nil
2020	NA	Workshop on SPARK and other administrative matters	25/01/2020	25/01/2020	Nil	57

[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
Refresher course , UGC-HRDC, University of Calicut	1	23/01/2020	05/02/2020	14
MOOC Online Learning and Content Development ,FLAIR, Directorate of Collegiate Education	6	18/04/2020	02/05/2020	14
FDP, Outcome Based Education	1	02/11/2019	02/11/2019	1
Refresher course on Gender studies, UGC, University of Calicut	1	15/11/2019	28/11/2019	14
FDP, Stress Mangement NPTEL, SWAYAM	1	29/09/2019	26/10/2019	28
FDP , English Language and Literature, NPTEL, SWAYAM.	1	20/11/2019	20/03/2020	84
FDP, Literature for Competitve Examinations, NPTEL, SWAYAM.	1	01/01/2020	01/03/2020	56
Refresher Course, English Language Teaching. (ARPIT)	1	01/10/2019	31/12/2019	84
FDP on Make Edit Video Classes,an online training course organised by IQAC, Christ College, Iringalakuda	1	01/05/2020	05/05/2020	5

Coursera on Everyday Parenting: The ABCs of Child Rearing, Yale University	1	01/05/2020	31/05/2020	28
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nil	44	Nil	23

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>Teachers:- To ensure physical fitness of teachers, college has a fitness centre. The staff club arranges staff picnic. Training and development programmes are conducted for the up-gradation of skills and abilities. The following are the activities conducted by the college for the teaching staff.</p> <p>In connection with 'Gandhi Smrithi' programme of MES, a seminar was organized in the college on the topic "Mahatma Gandhi and Religious Minorities' on 19 Dec 2019. MES State President Dr P A Fazal Gafoor presided over the function. Adv. V D Satheesan MLA inaugurated the programme. Management provides salary advance for newly appointed teachers and guest lectures who get delayed their salary from the government due its approval process. Three FDP programmes organised for teachers for enhancing their professional development.</p> <p>Self finance teachers:- Total 27 teachers are working in self finance stream. For self</p>	<p>Family get together, Iftar meet etc are conducted to build family/community feeling and to foster love among one another. The staff club arranges staff tour. IQAC, in association with Kerala State Higher Education Council organized a one day training Programme on 'Spark and Other Administrative Matters' on 25th January 2020. Sri N Sanal Kumar, Junior superintendent, ADGP, Crime Record Bureau, Trivandrum was the resource person. Sixty participants attended the programme. Management gives salary advance and financial assistance to the needy staffs.</p>	<p>All the students of the institution are insured. Both UG and PG students in college are insured. The insurance policy of college is signed with "THE NEW ASSURANCE COMPANY LTD". Career Guidance Cell and Placement Cell organized 3 days' comprehensive 'Soft skill and Employability' training programme for final year students on 2 September 2019. A finance mobilisation programme organised by the college for building up houses for the students who do not have their own house. The programme named 'Koodu' Pre Marital Counselling- Third batch of Pre- Marital Counselling began on 11/12/2019. The resource persons were Adv Kunjumon, Sri Hamsa, Adv Hack, MrAbdulRahiman , Smt Aparna, Smt Hajira, Dr C S Ambika Devi and Smt Sareena handled the sessions. Topics like 'husband wife relationship', 'In - law Relationship', "Family budgeting" "Marriage and sexual relationship were dealt with during the sessions.</p>

financing teachers, vacation salary is provided to teachers. ESI and EPF schemes are providing to teachers. Training and development programmes were conducted for the up-gradation of skills and abilities. The following activities are conducted by the college for the development of teachers. IQAC organised FDP for self financing Teachers Dr V A Sonny, Prof Head of MBA at MES College of Engineering, Kuttipuram on July 20th 2019.

6.4 – Financial Management and Resource Mobilization

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

The Institution has a Financial Management Committee headed by the Principal and a Head Accountant and the Office Superintendent to monitor effective and efficient use of available financial resources. The College Council is summoned to enquire the needs of various Departments. The funds are allocated on the basis of the requirements submitted by the Heads of the Departments. A checklist for allocation of funds is drafted by the Financial Management committee. The main sources of funding are the Government (KSCSTE). The fee structure of students is fixed by the University. An internal resource mobilization from the contributions made by the Management, faculty, the PTA and well wishers is also done The college has internal and external audit mechanism. Internal Audit is conducted once a year by the Audit Agency, M A Moideen Associates. The internal audit is carried by the authorised chartered Accountant appointed by the management committee of the institution at the end of every financial year. The last internal audit is carried out on 5th September 2019. External audit is by Government. The government assessment is carried out by the Deputy Directorate of collegiate Education, the Directorate of collegiate education and Accountant General periodically. The accounts of sponsored projects/ seminars are audited by Chartered Accountants and audited statements are sent to the sponsoring agencies. The Principal is responsible for all financial transactions and the Head Accountant has to maintain the accounts regularly.

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
Management, PTA and Alumni	9085975	Development
View File		

6.4.3 – Total corpus fund generated

9085975

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	IQAC, MES Asmabi College
Administrative	No	Nil	Yes	IQAC, MES Asmabi College

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

M E S Asmabi College has a prominent parent teachers association (PTA) which always contributes to the far-reaching development of the institution. Yearly Parent Teacher association gives scholarships to the students who are outstanding in studies, sports and arts. PTA born the mess bill of the hostellers having financial problems. PTA contributed one power sewing machine to Entrepreneurial Development club of the college. An amount was collected and contributed from teachers and parents initiated by PTA for emergency Kidney transplantaion surgery of one of the alumni. PTA committee sanctioned an amount for the construction of house for one of the financially backward student. PTA activities are not bounded in our institution. JAGRATHA SAMITHI is one of the initiatives of the institution's PTA which always plays a vital role in the social issues in the locality where the institution situates.

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

1. Maternity leave for support staff 2. Interest-free loan and salary advance to the support staff 3. EPF and ESI facilities for supporting staff with the contribution of the management

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

1. Different activities were conducted by the departments in connection with the 150th birth anniversary of Mahatma Gandhi. 2. Separate university hall named 'winners hall'. 3. Increase the number of Ph.D. holders 4. Upgraded Commerce department as Research department 5. Conducted international conference by the various departments 6. Departments conducted different activities in connection with the Golden Jubilee celebrations of the College

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	Yes
d) NBA or any other quality audit	Yes

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	From teacher to teacher plus : Where am I today?	30/01/2020	30/01/2020	30/01/2020	93
2020	Outcome based Education	10/03/2020	10/03/2020	10/03/2020	70

2019	Accreditation of Higher Education Institution and its Impact on Improvement of Quality	31/12/2019	31/12/2019	01/01/2020	93
2020	Workshop on SPARK and other administrative matters	25/01/2020	25/01/2020	25/01/2020	57
2019	Theatric skills for effective teaching	02/11/2019	02/11/2019	02/11/2019	93
2020	Academic and Administrative Audit (AAA)	15/06/2020	15/06/2020	19/06/2020	93
View File					

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
An invited talk on Gender equality- a current perspective in India	16/01/2020	16/01/2020	100	50
One day workshop on women civilization (Sign group , an initiative of B.com CA students)	11/11/2019	11/11/2019	55	20
NIRBHAYA-SELF DEFENCE-TRAINING PROGRAM	25/11/2019	25/11/2019	50	Nil
Workshop on drama and women	22/01/2020	22/01/2020	25	Nil
Women's	17/01/2020	17/01/2020	100	25

conference on federal system and Indian constitution				
Shuttle Badminton tournament for girls	03/05/2020	03/05/2020	30	Nil
Self defense training program	03/09/2020	03/09/2020	100	Nil

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>MES Asmabi College has adopted different Green initiatives adhering to the Green policy imbibed to its motto. The use of energy from alternate energy sources has been one of the important initiatives we have adopted since 2017. Based on the analysis provided by Kerala State Electricity Board, we have met 50 of the energy requirement from the installed solar system. We are depending on the Kerala State Electricity Board for power requirements and supplying back electricity generated through a solar system installed in our building. Almost 100 requirements of the main block are met from solar energy. We have the future perspective to depend more on alternate energy sources for further strengthening of our Green initiatives.</p>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	15
Ramp/Rails	Yes	40
Rest Rooms	Yes	40
Scribes for examination	Yes	15
Any other similar facility	Yes	15

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
2020	1	Nil	23/01/2020	1	Training programme for students	communication oriented	20
2020	Nil	1	23/01/2020	1	Vegetable seed Distribution	Environment	53

2020	Nill	1	23/01/2020	1	Green Practice	Awareness	53
2019	Nill	1	26/06/2019	1	A street play -an awareness programme drug abuse day	Anti drug abuse	93
2019	Nill	1	10/10/2019	1	Flash mob	suicide prevention	92
2020	1	Nill	23/01/2020	1	Guppi Fish distribution	Dengue Fever Awareness	4
2020	Nill	1	23/01/2020	1	E waste Awareness (Govt school,P.Vemballur)	Awareness Quiz	6
2020	1	Nill	23/01/2020	1	Malaria Awareness	Dengue Fever Awareness	53
2020	Nill	1	23/01/2020	1	Green Practice	Distribution of paper Pen	11

[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)
CODE OF CONDUCT FOR STUDENTS	01/06/2019	<p>The code of conduct of the students provided in the handbook as per the recent court orders, UGC regulations, orders from government, and decisions of the staff council as discussed in the PTA. The amendments in any of these are binding and are discussed in student's representative meetings, PTA and finally decided in the staff council.</p> <p>Students are given directions through the tutorial system in which class tutors are mentors are functioning for every class under each department. Students can express their views through two class representatives (male and</p>

		female) and also through the student union. A grievance cell is functional for the students to express their grievance at any time. Staff council, discipline committee, ant-raging cell, principal, HODs of departments, tutors, counseling centre, students union and PTA together function to ensure the code of conduct for the students.
CODE OF CONDUCT FOR TEACHERS	01/06/2019	A detailed code of conduct for teachers is provided in the handbook as well as in the college website. Recent updates through court, UGC or government orders is discussed in the staff meeting involving all the teaching faculty including guest and self-financing faculties and finally approved in the staff council. The implementation is ensured through department HODs, Principal and monthly and annual reviews. Students' feedback is also taken during every semester to have an evaluation to ensure mitigation measures if necessary. A staff club, a grievance cell etc. are functioning in the college to have facilities for the teachers to express their opinion apart from department meeting, college staff meetings. Concerns to the management is expressed to the management secretary through the principal, or through the secretary of the staff club or through the grievance mechanism.
CODE OF CONDUCT OF NON-TEACHING STAFF	01/06/2019	Detailed code of conduct for non-teaching staff is also provided in

		<p>the manual and any amendments are communicated through the non-teaching staff meeting headed by Principal and the Superintend. Directions from the management especially managing secretary are also critical in functioning of the non-etching staff. They are also part of the staff meetings. The code of conduct is ensured through Principal, Superintend, Management secretary, Staff council and PTA. The non-teaching staff can express their concerns in any of these bodies, in the grievance cell and to the staff council. Non teaching staff employees' unions are also functioning in the college.</p>
<p>CODE OF CONDUCT FOR MANAGEMENT</p>	<p>01/07/2019</p>	<p>The code of conduct for management committee developed binding to the bylaw of MES, various court and government orders, legislation are provided in the hand book. Management committee functioning under the state and district management committees and directions are circulated as orders in time to time. The code of conduct is ensured through Management committee secretary, President and Treasurer apart from the state and district committees. The management secretary and President function as direct link with matters related with college which is implemented through the principal and are restricted to non-academic matters. Grievances can be expressed at various levels in the corporate</p>

management keeping the procedures.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Visit to Old age home Providence	04/12/2019	04/12/2019	45
Organised Cartoon exhibition and Competition in connection with the 150th birth anniversary celebration of Mahathma Gandhi Varakalil Mahatama	21/11/2019	29/11/2019	59
Gandhiji- the Icon of Humanity (Interdepartmental Collage Competition- GANDHI SMRITHI EVENT in connection with 150th Birth Anniversary of Mahatma Gandhi) ONE DAY PROGRAMME	11/12/2019	11/12/2019	36
Yoga Practice	21/06/2019	22/06/2019	14
An invited talk on gender equaity -current perspective in India by Mrs Rajamallika(an activist and writer)	16/01/2020	16/01/2020	98
World mental health day celebration- conducted excibition,flash mob at college and Soba Mall Thrissur.	10/10/2019	10/10/2019	90
A street play conducted in relation with Antidrug abuse day	26/06/2019	26/06/2019	90
Ozone Day	24/09/2019	24/09/2019	300
Gandhi Smrithi(Physics department in association with English dept.	30/01/2020	30/01/2020	220

Visit to Peace home Snehalaya - Thrissur	14/11/2019	14/11/2019	55
View File			

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

? "Cloth Bags from Old Clothes" was initiated by the ED club to reduce the usage of plastic materials in society. ? Promoting the use of paper waste bins. ? Replacing plastic pen with the paper pen. ? Observing no carbon day by using public transport. ? Observing Environmental Day ? Observing Ozone Day ? Workshops and seminars to promote eco-consciousness

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. 'Gramika': Capacity building, competence for group living, extension, community linkage. This is a program for the students and faculty of the college to use their expertise and capacity to address issues faced by the local community in various fields with the involvement of local bodies, SH groups, NGOs, and experts in the local community. One of the major objectives of the practice is to inculcate service-mindedness in our students so as to prepare them to engage in meaningful service. This opportunity for soulful service would enable them (right from their undergraduate level) to foster a positive attitude towards society. Another objective of the project is to provide the local people in the remote coastal areas with medical aid, communication skills, technical skills, etc. The project also aims at providing leadership training and development opportunities for the students. The fourth objective is to disseminate information about service-learning outside the immediate campus and community. 2019-20 Gramika was on 23 January 2020. Collection and recycling of e-waste was the theme of the IV edition of Gramika. Collection of e-waste and awareness classes on the hazards of e-waste was the major segments of Gramika 2019. Depending on the theme and scope of concerned departments, extension programs include aquarium tank construction, awareness campaigns on health care and immunization, collection of plastic waste, cleaning public spaces, workshops on pipe composting and paper bag making, medical camps, and eye camps, training on making household goods, cookery show, workshop on mobile banking, communicative English training, awareness class on pension schemes for senior citizens, LED lamp assembling, motivational games package to differently-abled, etc. Students got an opportunity to mold themselves into efficient administrators and compassionate individuals. It was also a platform for students to interact with their peers. The ward members in their review stated that the various programs organized as part of Gramika were tailored to the values, language, and resources available to the local community. The college was thus able to create a hub for transfer, reception, and application of knowledge and expertise to the local community. It is natural for these initiatives to get into certain problems and sometimes difficult challenges. But if they could be successfully met and overcome, practices like 'Gramika' allow students, faculty, and communities to experience profound growth. The foremost problem that our institution encountered was a time constraint. A significant time is required during the hectic semester schedule to develop a productive working relationship with a community partner and to especially engage the students in special skills training. Such projects with high impact on students, faculty, and community also require bulk investment from the side of the institution and at times it is difficult to meet both the educational and community goals together. 2. Empowering and Capacity building of Marginalised (Tribals, Fisherman, Women, and laborers) sections of the society and their institutions through conservation, education,

livelihood, and natural resource management. The objectives are to i) Empower Tribals (Indigenous) and their traditional organizations or GramaSabhas in the conservation of natural resources, enrichment of deprived ecosystems, ensuring their rights and sustainable livelihood. ii) Support Indigenous people and the fishermen in inclusive Education and Human Rights. iii) Empower women and Agri/plantation laborers in sustainable livelihood, education, human right, and Health. iv) Capacity building of students and faculty of the college by enabling them to participate in the above said activities in integration with community organizations, GramaSabhas, NGOs, Panchayaths, Tribal, Forest, Fisheries, and other departments. We were able to bring this best practice into a new phase this year in which we have extended our support to the tribal GramaSabhas of the Nilambur area in Malappuram District. The Nilambur area is one of the important forest regions with the presence of very ancient and PVTG tribal groups such as Cholanaikkan, Kattunaikan, Paniya. A collaborative event with the Scheduled Tribes Department (ST) during November 2019- January 2020 we were able to empower 14 Tribal GramaSabha for regular functioning of their GramaSabha and recognition of their (CFR) community forest resource area. A National Conference on CFR and two days State Level training program were also organized successfully this year. An advisory and voluntary role played for livelihood enhancement of inland fisherman community in the Puthenvelikara Grama Panchayat supporting Hornbill Foundation. The UG, PG, and Research students of the Research department of our college were engaged in all of these activities at the various levels this year. Our collaboration with Western Ghats Hornbill Foundation since 2010- 11 period with the leadership of Dr. KH Amitha Bachan in the right-based conservation area, gradually evolved to make this partnership develop as an important school of indigenous rights and conservation empowering Tribal, fisher communities and various departments in the State. We also started two certificate programs in this discipline and the first batch of Scheduled Tribe enrolled free of course cost. Dr. KH Amitha Bachan has been selected as a member of Expert committees constituted by the Ministry of Tribes affairs government of India this year. Presently, we are developing strategies for facing Covid and post Covid situations. This best practice was initiated in the 2010-11 period by the Research and PG Department of Botany involving their students, NSS, Bhoomithrasena club, Readers forum, and various departments in collaboration with Western Ghats Hornbill Foundation an NGO working with indigenous communities and Forest Department for conservation. The initiative began with research support from CEPF-ATREE (Critical Ecosystem Partnership Fund) the Western Ghats in Collaboration with Hornbill Foundation to support the conservation initiatives in the district to ensure the rights of the Tribal people. This was an opportunity for our students and faculty to have such experiences not only with tribal people and conservation but also with marginalized plantation laborers in the tea plantations in Malakkappara. The proximity to the coastal area provided an atmosphere to link with fishermen for the extension as well as community-based activities. This platform provided an opportunity for the faculties and students to have a real-time internship and research practice linked with society. Higher academic environments require real-time experience to foster the academic experience and dreams of the students. This practice to empower marginalized sections of the society turned out to be a great opportunity for our students and faculty, which reflect the unique social expression of the college and has been elected as one of the two best practices of the institution. Our college caters to the specific needs, demands, and concerns of the underprivileged and downtrodden sections of society and gradually emerging into a unique practice and school. The practice included survey, remedial measures, campaign, paper bag making, road construction, CFR mapping, producing learning resources, protecting local ecosystems and biodiversity conservation, Legal and conservation awareness to tribal people, and Grama Sabhas on demand from the community during these years. We also collaborated for the livelihood

enhancement activities of the tribal people. The practice is a platform for the students and faculty to interact with marginalized sections of our society. This program, empowers tribal and fisherman communities at a various levels so far, including CFR rights recognition for 52 GramaSabhas in central Kerala. Local language-based multilingual education pedagogy to Tribal Anganwadis of Athirappilly Grama Panchayat, livelihood enhancement training for Tribals and plantation laborers, renovation of flood-impacted Anganwadis and local communities, etc. This has been recognized by various agencies including an appreciation to the coordinator from the University of Calicut for the flood relief activities in 2018. A Pristhithimithra Award recognition from CEERD was obtained this year. This years program supported nearly 1000 families in 14 tribal Gram Sabha at Nilambur for their right recognition. 63 tribal Grama Sabha members across Kerala representing various Tribal Groups participated in the Conference Training this year. 18 tribal participants completed the certificate course on FRA, which was given free of the course fee in collaboration with the Hornbill Foundation. Research papers of three research students, two PG students accepted in UGC care list Journal, they presented the paper in the International Conference, five PG students presented papers in National conference, six PG students participated in training and certificate program, 18 UG students, 26 PG students, 7 faculties participated in conference and training session all these emerged out from this collaboration, internship and practice this year. This collaboration is moving towards regularizing livelihood entrepreneurship training for the community, recognition of two certificate programs by other universities, and contributing to developing a resource center for the community in the next year. The relationship with the community, their traditional institutions, Grama Sabhas, Grama Panchayaths, and various government departments need continuous contact and support. We need to extend our supporting hand whenever necessitated by the stakeholders regardless of our regular academic schedule. This is balanced by our research projects and collaboration with NGOs and departments. The college and its departments need support, space and volunteers whenever in need. Ensuring long-term interest and objectives related to this is not easy to ensure by all the departments and faculty. Direction based on ongoing activities and future plans in this regard is being provided to the department and the college management in order to enhance the efficiency of the program.

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

<http://mesasmabi.com/wp-content/uploads/2021/08/BEST-PRACTICES-2019-2020.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 empowerment of financially poor and downtrodden sections of society is one of the core visions of our college. Koode, together the song of solace to lend a compassionate hand to fellow classmates organized by the college in association with the college union was held on 25 Feb 2020 at KBES Durbar Hall, Kodungallur. College management with the help of the college union, the Alumni association, and PTA was able to construct a 450 square feet home with the raised amount to a student of the Department of Mathematics. The house was constructed in Puthenchira, Thrissur District. The key was handed over to the family by college Principal Dr. Biju A on 17 Nov 2020. The college was also able to extend its hand in completing the house construction process of one of our students which was left midway owing to the family's financial troubles.

Education of women is included as a vision of the college from its very inception onwards. Platforms offered by the college like NCC, NSS, and clubs like ED club, nature club, readers' forum, Bhoomitrasena club, legal literacy

club, and Science forum ensure the personality enhancement of our girl students. Workshops are conducted by NCC and NSS in association with HEPSN and other clubs of our college on the rights of women. Debates are regularly organized by the Research Department of Botany and NSS on the rights of forest people, specifically focusing on health issues and the education of tribal women. Dramas, skits, flash mobs, legal awareness programs are organized to make the students aware of the atrocities against women and to enable them to defend themselves from such incidents. The physical education department gives ample opportunities for girls to participate in different kinds of sports and games. Women's Forum is one of the most active cells functioning in the college. A minimum of five programs is conducted in a year for the uplift of women. These programs are intended to impart guidelines and awareness on women's safety and security. Grievance redressal cell, legal literacy cell, anti-ragging cell, counseling center especially emphasize the issues of women. The SC/ST cell of the college is formed with the purpose of empowering the SC and ST students in the college. The cell basically helps students in their academic development. The cell regularly organizes workshops, seminars, training programs, certificate courses, legal awareness classes to address their various issues. The minority cell of the college is formed with the purpose of empowering the minority communities in the college. A special cell for the welfare of Other Backward Communities is functioning in our college which facilitates the fruitful implementation of the policies and programs of the Government of India, UGC, and State Government. The cell aims at assisting the OBC students to meet their needs to improve their performance in curricular and co-curricular activities. The cell ensures the circulation of State Government and UGC's decisions about different scholarship programs. The objectives and outcome of the two best practices of the college are in line with the institutional distinctiveness of our institution.

Provide the weblink of the institution

<http://mesasmabi.com/wp-content/uploads/2021/08/Institutional-distinctivness-2019-2020.pdf>

8.Future Plans of Actions for Next Academic Year

- To develop an online teaching-learning portal exclusively for the college,
- Start new add-on and certificate courses for strengthening the employability skills of the students,
- Make more MOU's with relevant organizations for project work/field work/internship as part of experimental learning,
- Provide advanced training programme for teachers by prominent resource persons to adopt student centric learning such as experiential learning, participative learning and problem solving methodologies for enhancing the students' learning experiences,
- Enhance the number of fulltime teachers registered with PhD / D.Litt degrees,
- Evaluate the attainment of programme outcomes and course outcomes,
- Try to enhance the pass percentage of students in the university examinations,
- Organise the best department award based on student satisfaction survey conducted by IQAC,
- Try to obtain more Grants from Government and non-governmental agencies for research projects, endowments and Chairs,
- Enhance the number of teachers who have research guideship,
- Apply for the research centre for PG departments of economics and Physics,
- Increase the number of teachers whom applied/availed for minor or major research project funded by Govt. and Non Govt agencies,
- Set up an ecosystem for innovations and take initiatives for creation and transfer of knowledge,
- Conduct various seminar/workshops/webinars on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship,
- Increase the Number of research papers per teacher in the Journals notified on the UGC website,
- Increase the Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher,
- Increase per day usage of library by teachers and students,
- Increase Student - Computer ratio,
- Allocate sufficient

funds for the maintenance of infrastructure, • Develop established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc., • Apply all kinds of available scholarships and freeships provided by the Government, the institution / non-government agencies for the students, • Increase the number of Capacity building and skills enhancement initiatives for the students by Career Guidance cell, • Increase number of placement of outgoing students by conducting various campus drives, • Facilitate students' representation and engagement in various administrative, co-curricular and extracurricular activities following duly established processes and norms (student council, students representation on various bodies), • Implement e-governance in (1) Administration (2) Finance and Accounts (3) Student Admission and Support (4) Examinations, • Adopt effective welfare measures for teaching and non-teaching staff, • Increase the number of professional development /administrative training programs organized by the college for teaching and non teaching staff, • Increase the number of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP) (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.) (ensure participation of all teachers in one short tem courses each years), • Conduct performance appraisal of all teaching and non-teaching staff, • Try to obtain Funds / Grants from non-government bodies, individuals, philanthropers, • Prepare annual gender sensitisation action plan,