

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

1. Details of the Institution

1.1 Name of the Institution

Vimala College, (Autonomous)

1.2 Address Line 1 :

Vimala College, (Autonomous)

Address Line 2 :

Thrissur

City/Town :

Thrissur

State :

Kerala

Pin Code :

680009

Institution e-mail address :

mail@vimalacollege.edu.in

Contact Nos. :

0487-2332080

Name of the Head of the Institution :

Dr Sr Maries V L

Tel. No. with STD Code :

0487-2332080

Mobile :

9747510586

Name of the IQAC Co-ordinator :

Dr. Minimol K

Mobile:

9495875418

IQAC e-mail address:

iqacvimala@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

KLCOGN10094

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004. This EC no. is available in the right corner - bottom of your institution's Accreditation Certificate)

EC (SC)/01/RAR/84 dated May 5, 2014

1.5 Website address:

www.vimalacollege.edu.in

Web-link of the AQAR:

http://vimalacollege.edu.in/index/iqac

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	Five Star		19-01-2001	18/01/2006
2	2 nd Cycle	A grade	3.3	29-01-2009	28/01/2014
3	3 rd Cycle	A grade	3.5	5-05-2014	04/05/2019
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

12/11/2003

1.8 AQAR for the year (2015-16)

31/10/2016

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

- i. AQAR 2013-14 submitted to NAAC on 04/09/2014
- ii. AQAR 2014-15 submitted to NAAC on 24/11/2015

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University (*for the Colleges*)

University of Calicut

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

Autonomy by State/Central Govt. / University	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
University with Potential for Excellence	<input type="checkbox"/>	UGC-CPE	<input type="checkbox"/>
DST Star Scheme	<input type="checkbox"/>	UGC-CE	<input type="checkbox"/>
UGC-Special Assistance Programme	<input type="checkbox"/>	DST-FIST	<input checked="" type="checkbox"/>
UGC-Innovative PG programmes	<input type="checkbox"/>	Any other (<i>Specify</i>)	<input type="checkbox"/>
UGC-COP Programmes	<input type="checkbox"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="22"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="2"/>
2.3 No. of students	<input type="text" value="9"/>
2.4 No. of Management representatives	<input type="text" value="1"/>
2.5 No. of Alumni	<input type="text" value="1"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="1"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="1"/>
2.8 No. of other External Experts	<input type="text" value="1"/>
2.9 Total No. of members	<input type="text" value="32"/>
2.10 No. of IQAC meetings held	<input type="text" value="9"/>

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- Vision 2020 – a perspective plan for 2015-2020 was prepared by each department facilitated by IQAC.
- IQAC conducted a survey among the students to elicit their opinion about the functioning of the college and their suggestions. The data were analysed and discussed in a meeting of grievance redressal committee and decisions have been taken for the alterations to be implemented.
- Submitted proposal to NAAC for a national seminar for college teachers on Curriculum Designing and Academic Auditing.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
1. Strategic plan for 5 years to be prepared by each department	A two-day workshop attended by all faculty members, Provided an orientation on Strategic Planning and a framework for the preparation of strategic Plan. Dept. wise discussions for the formulation of strategic plan Presentation by each department
2. Strengthening the activities of various clubs	Meeting of students, orientation and meetings with the coordinators
3. Student Evaluation of Institution	Data collection through structured questionnaire, elicited comments and suggestions to improve the functioning of the institution. Discussed the findings and decisions made based on the suggestions given by the students Presented report and informed the students of the prospective changes

4. SPARK- Research paper presentation competition of PG students	PG students presented research papers and Instituted best paper awards for social sciences, science and humanities streams
5. Faculty Enrichment Programme	Conducted sessions on effective use of smart class rooms, academic writing, Evaluation strategies, Experience sharing by FLAIR intern. Coaching in use of smart classrooms Sessions on topics of contemporary relevance in the teaching-learning area
6. Autonomy visit	Extended support for the Autonomy inspection

* Attach the Academic Calendar of the year as Annexure. – See Annexure - I

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

The statutory body approved the AQAR

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	3			-
PG	13	3	7	
UG	16	1	2	
PG Diploma	1			
Advanced Diploma	1			
Diploma	1			
Certificate	16			
Others				
Total	51	4	9	

Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	29 (13 PG, 16 UG)
Trimester	-
Annual	16 (Certificate courses)+ 1 PG Diploma+1 Add-on+1 Diploma

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

***Please provide an analysis of the feedback in the Annexure – See Annexure - II**

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

Being an affiliated college to the University of Calicut the college follows the syllabus of the University. Anticipating the autonomous status from next academic year all the departments constituted Boards of Studies of all the subjects and conducted syllabus restructuring. The recommendations of the revision (20 percent changes) was approved by the Academic Council of the College and the same was approved by the University

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

Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Assoc. Professors	Professors	Others
81	63 (58 + 5 FDP)	18	-	-

2.2 No. of permanent faculty with Ph.D.

37

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
	17 (16FT+1 PT)	0	0	0	0				

2.4 No. of Guest and Visiting faculty and Temporary faculty

47

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	19	124	15
resented papers	15	129	8
Resource Persons	3	1	8

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

SPARK: All the final year PG students were encouraged to present their research project. The objectives of the activity were to promote students' aptitude in research, improve their presentation skills and also to disseminate their research findings to the academic community in the college. The presentations were evaluated by external experts and the comments and suggestions given by them were very informative to the students. Best paper awards have been instituted.

Faculty Enrichment Programme: Sessions on autonomy, smart class room and e-learning, evaluation methods, Communicative English for all faculty members under Faculty Enrichment Programme.

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

194

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Nil

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

28

2.10 Average percentage of attendance of students

93.7

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				Pass %
		Distinction %	First class	Second Class	Third Class	
B A English	47	38.3	55.3	6.4		100
B A Functional English	34	29.4	67.6	3		100
B A Malayalam	37	35.1	56.8	5.4	2.7	100
B A Economics	57	29.8 (I Rank)	42.1	14		85.9
B A Sociology	52	50	30.8	1.9		82.7
B.Sc .Mathematics	55	38.2	40	0		78.2
B.Sc. Statistics	34	20.6 (I,II&III Rank)	38.2	0		58.8
B.Sc. Physics	45	46.7	37.8	0		84.5
B.Sc. Computer Science	36	38.9	50	0		88.9
B.Sc. Chemistry	46	65.2	21.8	0		87
B.Sc. Botany	43	18.6	65.1	0		83.7
B.Sc. Zoology	39	41.0	46.2	0		87.2
B.Sc. Family and Community science	32	12.5	78.125			90.65
B. Com.	99	20.2	75.8	1		97
M. A English	18	27.8	38.8	27.8		94.4
M. A Malayalam	7	28.6	71.4	0		100
M. A Economics	19	0	73.7	26.3		100
M. A Sociology	7	0	85.7	0		85.7
M S W	20	0	100	0		100
M.Sc.Physics	12	25	66.7	0		91.7
M.Sc. Chemistry	11	9.1	90.9	0		100
M.Sc. Nutrition and Dietetics	7	57.2	42.8	0		100
M.Com	20	50	50	0		100

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

1. IQAC conducted a survey among all the students present in the campus to evaluate the functioning of the college including teaching and learning process. The responsibility of collecting and analysing the data was entrusted with tutors of each class. This was an opportunity for the teachers to understand students' perspective and their expectations. Feedback from the students was collated and documented appropriately. IQAC also took initiative to conduct discussions with Principal, Vice Principal and Office Superintendent to take adequate measures for improvement in teaching and learning.

2. Vision 2020: IQAC organised workshop for all the teachers on strategic Planning and all the departments formulated action plan for next five years.

3. Feedback of stakeholders:

- IQAC ensures eliciting regular feedback from all stakeholders on teaching and learning and also about support services (students, teachers, parents, alumnae and employers)
- Conducted exit survey for outgoing students
- IQAC takes initiative in formulating tools for evaluation/feedback.

4. IQAC promoted the use of smart class rooms and conducted training sessions for all teachers

5. IQAC propagates quality awareness among teachers and students during its meetings

6. IQAC conducts meetings with the coordinators of various clubs and arranges special meetings with students for enrolment in clubs and to ensure students' involvement

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	1
UGC – Faculty Improvement Programme	6
HRD programmes	
Orientation programmes	3
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	1
Summer / Winter schools, Workshops, etc.	17+2(Workshop)
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	10+1 (10 Office Staff + 1 Librarian)	1+2	Nil	3
Technical Staff	1 (Mechanic)			
Supporting Staff	20			

Criterion – III

3. Research, Consultancy and Extension

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

- Research paper presentation competition (SPARK) for PG students
- IQAC has also documented the research achievements of research scholars registered under the centre

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				1
Outlay in Rs. Lakhs				792800

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		12	2	15
Outlay in Rs. Lakhs		1377500	1725000	

3.4 Details on research publications

	International	National	Others
Peer Review Journals	21	14	2
Non-Peer Review Journals			
e-Journals	3	2	
Conference proceedings	6	5	

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2	UGC	1121800	792800
Minor Projects	2	UCG	1884500	1482250
Interdisciplinary Projects	2	Dept. of Home Affairs & Kudumbashree Mission	46000	46000
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)	1	UGC-CWS	6000	6000
Any other(Specify)				
Total			3058300	2327050

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
 DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
 INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	1	2	3		14
Sponsoring agencies	College	UGC	KSCSTE		College

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From funding agency From Management of University/College

Total

3.16 No. of patents received this

Type of Patent		Number
National	Applied	Nil
	Granted	Nil
International	Applied	Nil
	Granted	Nil
Commercialised	Applied	Nil
	Granted	Nil

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

Total	International	National	State	University	Dist	College
	Nil	1	Nil	Nil	Nil	3

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

11

25

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

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF 1 SRF Nil Project Fellows Nil Any other Nil

3.21 No. of students Participated in NSS events:

University level 43 State level Nil

National level Nil International level Nil

3.22 No. of students participated in NCC events:

University level 11 State level 2

National level 1 International level Nil

3.23 No. of Awards won in NSS:

University level Nil State level Nil

National level Nil International level Nil

3.24 No. of Awards won in NCC:

University level Nil State level Nil

National level 1 International level Nil

3.25 No. of Extension activities organized

University forum	Nil	College forum	42
NCC	5	NSS	14
		Any other	16

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

1	Vimala Community Extension Centre: the Centre continued its activities during the year 2015-16. The Family Counselling Centre aided by the Central Social Welfare Board provided counselling services to 632 persons. A team of two counsellors and two support staff, dealt with various problems in the families who sought assistance. The Centre also runs a Service Providing Centre for the survivors of Domestic Violence. The Central Social Welfare Board supports the Centre and provides the services of a legal counsellor. The Centre also served as the nodal organisation for CHILDLINE, Thrissur and provided support to 370 children. The centre also conducted awareness campaign regarding child protection.
2	VCASS: The college continued the activities of Vimala Community Aid and Sponsorship Scheme which provides educational and personal support to 100 school going children in the neighbouring communities. All the departments participated in conducting the regular monthly programmes for the children and their parents. The students organised celebrations as well.
3	Child Guidance Centre: With the support from CMC Nirmala Province the College runs a Child Guidance Centre that provides counselling service to children in various schools in Thrissur. The services of a full time Psychologist is available in the Centre.
4	The college actively participated in Swach Bharath Abhiyan with various cleaning campaigns within and outside the campus.
5	Vimala College conducted the International Yoga Day celebration
6	Distribution of Vegetable Seedlings 19-11-2015 Seedlings of Cauliflower and Cabbage were distributed to the students of NSUP School, Cheroor. Faculty members conducted awareness classes on organic farming
7	Contribution of Books to NSUP School Library 19-11-2015 - Department of Botany contributed books of moral values and story books to NSUP School Library.
8	AYUSHMATI' 28-01-2016 A seminar on "Women health through Ayurveda" was organized by Department of Botany in association with Ayurveda Medical Association.
9	<i>Celebrated' Ramayana Masacharanam-Karkidakanji</i> prepared by students of Malayalam Department
10	N V Krishna Warriar inter collegiate quiz competition was conducted in collaboration with NV Krishna Warriar Trust

11	The Department of Physics conducted visit to Asha Bhavan (Destitute Home) and Commerce students visited Christ Villa Poor Home for the elderly and provided practical support to them. The students mobilised resources and provided meals to the residents of the institution.
12	Environment Day was observed by NSS, NCC and all the departments in a befitting manner. All the departments have participated in it. The <i>Kavimaram</i> competition was held on 05/06/2015
13	Organ Donation Campaign by NCC, A neighborhood youth parliament was conducted by NSS in collaboration with Nehru Yuvak Kendra
14	Blood Donation Campaign by NSS
15	Observed International Women's Day under the auspices of Women Development Cell and The UGC Centre for Women's Studies
16	Faculty members served as resource persons for various programmes in the community
17	The department of Zoology actively participated in the observance of Wildlife Week and World Wetland Bird Survey
18	Department of Mathematics organised Maths Olympiad Coaching for students from various Schools.
19	Department of Physics conducted Physigala - and exhibition programme for the students from various schools.
20	Department of Social Work organised Paarasparyam 2015 which was an entertainment programme for the destitutes and elderly from the residential homes and rehabilitation centres in Thrissur.
21	The Department of Social Work organised Continuing Professional Development Programme for trained social workers
22	Haritham- A programme organised by the Department of Economics to help farmers in marketing their organic agricultural products
23	Day –care centre for the children of staff and neighbourhood community
24.	In connection with the 53 rd Birth anniversary of Swamy Vivekananda in 12 th January 2016, The college commemorated the event by arranging a talk for the students. Swami Nandatmajananda, Editor 'Prabut Keralam' from the Ramakrishna Mission, Poranattukara, Thrissur was the resource person. He gave an inspiring speech on the ideas and teachings of Swami Vivekananda. The emphasis was on "Youth and Empowerment". A book exhibition was held to popularise the ideas and teachings of Swami Vivekananda among the staff and students

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	29.26 Acre	Nil		29.26 Acre
Class rooms	73	Nil		73
Laboratories	13	5		16
Seminar Halls	2	Nil		2
No. of important equipments purchased (1-0 lakh) during the current year.	14			14
Value of the equipment purchased during the year (Rs. in Lakhs)		33 equipments		11,12,349
Others				

4.2 Computerization of administration and library

Library and administration is fully automated with the softwares like DDFS, Libsoft, GJ Infotech, Tally and Convac software.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	68724	2235929	1146	465897	69870	2701826
All books	73050	--	1365	--	74415	--
Reference Books	2012	--	93	--	2305	--
e-Books	97000	5000	38000	750	135000	5750
Journals	190	454936	--	--	190	554206
e-Journals	6000	5750	--	--	6000	5750
Digital Database	1	5000	--	--	1	5750
CD & Video	745	--	81	10000	826	--
Others (specify)	--	--	--	--	--	--

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	363	3	186	1 (10 computers)	3	15	50	--
Total	363	3	186	10	3	15	50	--

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

DCA, Add on and certificate Courses on Multimedia, e-literacy programs

4.6 Amount spent on maintenance in lakhs :

i) ICT

6,62,895

ii) Campus Infrastructure and facilities

8,99,846

iii) Equipments

10,65,611

iv) Others

54,000

Total :

26,82,352

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. Provided information about support services through handbook, college website, notice board, wall mounted digital display, Public announcement system, tutorial system etc.
2. Orientation session at the beginning of each programme on support services, certificate courses and clubs
3. Encouraged students to use Suggestions box for their feedback
4. Students' Grievance redressal mechanism was made more effective
5. Student evaluation of support services and open forum
6. IQAC representatives from each class
7. IQAC conducted information session on remedial education, Scholar support Programme
8. Provided special support to avail scholarship
9. Provided sessions on importance of counselling by college counsellors
10. Part-time student counsellors are appointed

5.2 Efforts made by the institution for tracking the progression

- All the departments conduct continuous assessment and Internal assessment test.
- The results are evaluated in the Staff Council and strategies are formulated to improve upon students' performance.
- PTA meeting by each department after the internal exam
- Departmental Alumnae meeting and maintains updates
- Feedback mechanism from employers

- Tutors maintain contact of their wards and document regularly
- Alumnae corner in the college website
- Social networks
- Group mail of alumnae batch
- CGPT

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2099	348	9 fulltime (Eng), 1 full time (Commerce), (10 students)	Nil

b) No. of students outside the state

15 (Lakshadweep) + 2 (Manipur) + 1 (Maharashtra) + 3 (Delhi)

(c) No. of international students

Nil

No	%
0	0

Men

No	%
2447+10	100

Women

Last Year								This Year							
General	SC	ST	OBC	Muslim	OEC	Physically Challenged	Total	General	SC	ST	OBC	Muslim	OEC	Physically Challenged	Total
1212	334	22	596	118	34	5	2333	1286	340	35	529	130	118	9	2447

In 2015-16 , single window admission is followed for UG and PG admission

✚ Admission Procedure is as per University and State Government Norms

✚ Maximum and minimum marks of admitted students on merit basis is tabulated by the University

No. of students discontinued the course from each department

FCS: 2, Economics-1, Chemistry-2, Botany-2, English-1, Stati-3, B.Cm-1, Maths-1

Dropout ----- 0.01% – UG,

No. of students discontinued the course from each department

MA. Economics-1

Dropout -----0.003%- PG

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

- JAM coaching is provided by the Department of Physics for the students of the Department
- The following programmes were conducted by Department of Commerce student support mechanism for coaching
 - Career Guidance Programme for Commerce students
 - Talks/ Training programmes
- The following programmes were conducted by Department of Economics
 - NET coaching
- Bridge courses, Remedial courses
- Career Guidance and Placement Cell conducts various classes and programmes in connection with competitive examinations. It also organises regular coaching classes for PSC and Bank exams by charging a nominal fee from the students. Training is also provided on personality development, facing interviews, group discussions etc. The following programmes were carried out by the CGPT cell
- Counselling through WWS programme
- IAS coaching (IPERT)
- NET coaching (IMS)
- Coaching for bank and PSC tests (TIME)
- International Conference on Career Development
- Under the auspices of the VCEC, Coaching classes for Banking, CAT, MAT, CA entrance examination and tuition are provided for students in the locality
- **PSC and Civil Service Coaching classes**
 - PSC is one of the biggest job providers in our system and almost all students equipped with a degree try cracking it. With a view of improving the skills of our students in competitive examinations, a PSC coaching session was organised by the college in collaboration with IMS Learning Centre.
 - Coaching and mentoring beyond the constraints of a strict curricular structure is necessary as far as civil service training is concerned. A Civil Service Foundation Course was designed in collaboration with IPERT to help students who showed a keen interest for the same. Both programmes were open to students from all disciplines.
- **Diploma in Computer Application**
 - A six months course on Diploma in Computer Applications (DCA) was conducted with the support of the Centre for Continuing Education, Kerala. 62 students participated in the course during 2015-16.
- Course on Foreign Languages
 - Course- IELTS 3 students), German (16) and French(22)

No. of students beneficiaries

JAM COACHING -25 CGPT (520)

5.5 No. of students qualified in these examinations

NET	<input type="text" value="8"/>	SET/SLET	<input type="text"/>	GATE	<input type="text"/>	CAT	<input type="text" value="1"/>
IAS/IPS etc	<input type="text"/>	State PSC	<input type="text"/>	UPSC	<input type="text"/>	Others	<input type="text"/>

5.6 Details of student counselling and career guidance

Student counselling

The service of one full time counsellor was available on all days. Orientation sessions on counselling were also provided by the counsellor. The students who require counselling support were referred by tutors or faculty members. Apart from individual counselling sessions, group- sessions on stress management, health, legal awareness etc. were also provided by the counsellor

The Career Guidance and Placement Training Cell (CGPT)

The Cell conducts Orientation Courses for freshers to expose to them the new life style of a campus and to acclimatize the college culture, expected grooming, individual retrospection and interaction with the community at large through value based living. The Cell is keen on keeping the database of the outgoing students and also plays the role of a mediator to register with recruiting agencies. Extension activities of the Cell include newspaper circulation in the campus at subsidized rates, PAN Card campaigns, aptitude exams, Civil Service Training, PSC Coaching, ALTIUS Leadership Training Camp and so forth.

Firms who had their on-campus recruitment drives include Goan Institute of Communicative English, ICICI Bank, SB Global and SIB. Off campus interviews have been conducted to reach out to the community at large. Students are kept informed on off-campus placement programmes by TCS, WIPRO, MuSigma, Spectrum, Infosys, KPMG, CTS, etc. and given essential aid during their registration processes to these prestigious firms.

In the year 2015-16 , **143** students got placement in reputed organisations like ICICI bank, South Indian Bank, Goan Institute of communication by on campus recruitment , WIPRO, TCS, SB GLOBAL by Off campus recruitment with the help of the Cell.

✓ WIPRO – 33

✓ SB GLOBAL – 12

- ✓ GOAN INSTITUTE OF COMMUNICATIVE ENGLISH – 23
- ✓ TCS – 7
- ✓ SOUTH INDIAN BANK PROBATIONARY CLERK – 13
- ✓ ICICI - 55

The Cell conducts various seminars, orientation classes, and short term courses. Emphasis is given to counselling the students on prospective career options, development of communication skills, personality development, interview techniques, time management, stress management and group dynamics. Around 15 programmes were conducted by the CGPT during the academic year 2015-2016.

- ❖ NIIT Scholarship Exam
- ❖ ACCEL Aptitude test
- ❖ Civil Service foundation course by IPERT
- ❖ Certificate course on PSC Coaching by IMS
- ❖ Recruitment Drive by S B Global – 31st October 2015
- ❖ Recruitment Drive by Goan Institute of Communicative English – 19th January 2016
- ❖ Recruitment Drive for ICICI Bank – 22nd January 2016
- ❖ Circulation of ‘Business Line’
- ❖ PAN Card Campaign on 22nd January 2016

CGPT conducted

- seminar-3
- Workshop -2
- Training programmes -1
- On campus and off campus placements (Monitored by CGPT)
- Apart from that, CGPT is organizing IAS coaching, NET coaching, coaching for bank and PSC tests

No. of students benefitted

Counselling is provided for all PG and UG students

Seminars /Talks were organised for all UG and PG students in relevant areas

Around **520** students participated in the CGPT recruitment programmes and resulted in **143** placements

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
4	470	103	40

5.8 Details of gender sensitization programmes

Women Development Cell and the UGC Centre for women's Studies organized the following programmes for gender sensitization and women empowerment:

1. International women's day celebrations including competitions on slogan making, essay writing
2. Various sessions by eminent resource persons on role of women in politics, women and media, life skills
3. Session on Women empowerment through Kudumbasree
4. Interactive session with Smt Daya Bhai, Social Activist
5. Self defence training programme
6. Session on scope of gender research
7. Short film "The Beginning" on gender sensitisation prepared by social work students with the support of UGC Centre for Women's Studies
8. Certificate Course in Gender Studies
9. Session on gender patriarchy and socialization
10. Talk on Gender in literature
11. Session on sexual harassment at work place
12. Film festival on gender issues

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in **cultural events**

University level National level International level

State level

**D Zone: Won the title of the Best Women's College, 2016 in D Zone
Competition Thrissur**

Inter Zone : The only Women's College in the top 10 position.

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

Sports : State/ University level National level International level

Cultural: University level

National level International level

State level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	50	25,552
Financial support from government	126	14,21,400
Financial support from other sources(KCYM)	10	10,000
Number of students who received International/ National recognitions	6 students from Physics received INSPIRE scholarship	60,000 Per student (fellowship granted, amount not advanced)

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/University level (Department of Maths, Physics & Computer Science) 3
National level International level

5.12 No. of social initiatives undertaken by the students

- Reading week and distribution of books to nearby school
- Cleaning campaign at public places such as roads, schools, health centre
- Mobilised farmers for organic farming and organised sales festival
- World environment Day with message of plastic free premises, waste management
- Short film on Gender Sensitisation by social work students
- Paarasaryam 2016: Entertainment programme for persons and elderly living in destitute homes and old age homes
- Conducted demo of self defence in other colleges and Kudumbasree members
- Street play on Child abuse and child rights by MSW students
- Blood donation and organ donation campaigns and donation of blood by students
- Wild Life week celebrations - NSS volunteers participated in the closing ceremony of State wild life week celebrations. They participated in the rally organized to provide awareness to the public about the importance of wild life
- The students of the department of Zoology in collaboration with the state Museum and Zoo, Thrissur organized an awareness week for the public about nature and wild life in connection with the “Wild life week”. People are educated about the need to protect our natural resources. A “Save Earth Programme” was also organized
- The 7 Kerala Girls Battalion NCC unit of Vimala College, Thrissur organized an Organ Donation Campaign in association with the Women Development Cell

5.13 Major grievances of students (if any) redressed:

For the effective grievance redressal process, this year IQAC conducted a survey among the students to elicit their opinion about the functioning of the college, its activities and their suggestion to improve. The data were analysed and discussed in a meeting of grievance redressal committee and decided the modification to be made. The students have been informed of this in a meeting.

Another way of grievance redressal was through suggestions box. Boxes are placed in three locations and IQAC encourages students to let the college authorities know their opinion. The boxes were opened and discussed in a meeting of grievance redressal committee. A detailed report of the measures taken was put up on the notice board.

The students also directly approached the Principal and the Coordinator of Grievance Redressal Committee in case of difficulties they encountered with regard to lack of transportation facilities, anomalies in University Examination, misbehaviour from bus operators etc. In such situations the coordinator of the Cell referred such cases to local police station and university authorities to ensure appropriate and timely action to resolve those issues.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: We envision the total transformation of young women for their enrichment and of the society at large and the nation as a whole.

Mission: We dedicate ourselves to the mission of training women for academic excellence, development of skill and character formation based on the love of God and service to the society and the country.

6.2 Does the Institution has a management Information System

Yes

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

6.3.1 Curriculum Development

Being an affiliated college to the University of Calicut the college follows the syllabus of the University. Anticipating the autonomous status from next academic year all the departments constituted Boards of Studies of all the subjects and conducted syllabus restructuring. The recommendations of the revision was approved by the Academic Council of the College and the same was approved by the University

6.3.2 Teaching and Learning

- Regular tutorial sessions, remedial education, peer teaching and mentoring
- Value education sessions every week
- Special classes to compensate lost teaching days
- Compulsory assignments and seminars for all students
- Well equipped labs
- ICT facilities improved
- Facilitated faculty participation in refresher/orientation courses, paper presentations
- Regular internal assessment according to university stipulations and results are conveyed to University and also to parents during departmental PTA meetings
- Well-equipped library, updating resources and active library committee
- Departmental library
- Reprography services
- Regular meetings with class representatives to convey changes in the schedule, ensure students' participation in all activities
- Student evaluation by teachers and convey the same to the concerned teachers
- Exposure visit, field trips
- Interactive sessions with experts in the concerned subjects
- Peer teaching

- New initiatives like Walk with Scholar (WWS), Scholar Support Programme (SSP) , Additional Skill Acquisition Programme (ASAP) etc continued with the support of Kerala State Higher Education Council.

6.3.3 Examination and Evaluation

- Periodical class tests, two internal tests are conducted as part of formative assessment.
- End Semester examinations are conducted by the University.
- Assignments and seminars are also evaluated
- The internal grades are published and communicated to parents.
- Individual meetings with parents
- A systematic mechanism to address the grievances of students regarding internal assessment.

6.3.4 Research and Development

- Three Research Centres and 13 research guides
- Well-equipped library for research scholars.
- Special space provided for research scholars in the library
- Encourage faculty to pursue PhD and post-doctoral programmes
- Support faculty to avail FDP - 7 staff members are undergoing FDP during 2015-16.
- Faculty members are also encouraged to avail UGC grant for minor/major research projects

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library

Vimala College has a fully automated Library with an active Library Club. The library is located in a separate complex in the main building. It is a major learning resource and has an impressive collection of books, periodicals, magazines, digital resources, and audio visual collections. Most of the Departments have their own library to cater to immediate requirements.

Facilities in the Library: Media room, Research cubicles, E-gate register, LCD projector, INFLIBNET, ECHOES- newsletter, Institutional repository, Green Stone Digital Library.

Activities during 2015-16:

- Orientation for the first UG and first PG Students, user education, fraternity trips for students
- Reading week- Book Exhibition, Talk by eminent personalities including Sangeetha Srinivasan(Novelist), visit by Renji Panicker (film maker)
- Homage to Former President APJ Abdul Kalam
- Best user award

ICT

All the Departments are equipped with computers, printers, reprography facility, internet connectivity, LCD projector, and so on. All departments have at least one smart class room. The other facilities provided are TV, tape recorder, digital camera, video camera, and so forth. In addition to common facilities, internet is available in every final

year class rooms (UG and PG)

Physical Facilities

- Vimala College has consistently upgraded both the physical and learning infrastructure to meet the growing academic needs. All the Departments, and all facilities including hostels are linked by a central intercom facility and a public address system.
- A wall mount television is placed at the entrance of the college to display important information
- Beautiful floral garden, clean and green campus, basket ball court, Leisure tower, well equipped seminar halls and auditorium, canteen
- Sufficient toilets, 24 hrs water availability
- Fitness centre and counselling centre
- International Aquatic Academy, Indoor stadium and sports and games facilities
- Well maintained and furnished auditorium and seminar halls
- Day Care Centre for the children of staff and neighbourhood community

6.3.6 Human Resource Management

Faculty selection is done on the basis of merit adhering to the norms of the University of Calicut and Govt. of Kerala. Assistant professors on contract were appointed as and when needed. At present, there are 95 teachers under the Government pay roll. There are 25 faculty members to cater to the self-financing courses. The faculty members for UGC funded/self-financing courses are appointed on contract basis. The ratio of teaching to non-teaching, as per Government norms is 3:1. In addition the Management pays the salary for 16 teaching, 37 non-teaching, and 1 technical staff. Hence the existing ratio of teaching to non teaching is nearly 2:1

6.3.7 Faculty and Staff recruitment

The Management is invested with the authority to recruit staff in strict adherence to the norms stipulated by the Government and the University. The vacancies that arise in the general merit quota, as well as community merit quota are advertised separately in leading dailies, sufficiently in advance. The interview panel comprises a subject expert, a Government nominee, the manager and a representative of the management. The interview is transparent enough to facilitate selection of the most competent candidate, and prevent vested interests.

6.3.8 Industry Interaction / Collaboration

Industry interaction:

Industry interaction is promoted through career guidance cell and respective departments. Almost all the departments take up activities in collaboration with government or NGO related to their subject.

Students visit and interact for exposure in their discipline at various institutions like bank, Research labs, industry etc. The Department of Social Work has ongoing interaction and academic linkages with NGOs and Government institutions as part of their field practicum. The department also organised a two day state level Academic–Practitioner Interface.

Collaboration: Each department takes up activities in collaboration with other agencies such as government organisations, NGOs and Local Self Governing Institutions.

There are collaborations with CMET, KILA, APT, Chetana Media Institute, Agricultural University, Krishi Vignan Kendra (KVK), Govt. children’s Home, Senior journalists Forum, Sahitya Academy , Regional Soil Analytical Lab, women’s Academy for Self Protection, Gandhi Peace Foundation, INFO PRISM- Institute of Tally Learning, Yuva jana Kshema Board for organizing seminars and workshops.

6.3.9 Admission of Students

Criteria

The process of admission is strictly in accordance with the University and State Government norms. 50% of the seats are allotted for open merit, 20% for reservation students (one seat in all subjects is reserved for Lakshadweep students, 10% community quota and the remaining 20 % is Management Quota with a minimum cut off merit. 1% of the merit seats in degree courses are reserved for each UG discipline of the three sections of the physically challenged. Two seats in the merit quota in each discipline are reserved as sports quota. Weightage for NCC, NSS and Ex-service man quota is accorded as per the Government rules.

Process

The Admission Committee in the College coordinates the entire process. The admission process begins soon after the qualifying examination results are published. The process of admission was by single window method by the University. Students apply directly to the university through common admission window. The rank list is compiled by the university and the students are admitted based on this rank list. A printout of the rank list of the College is displayed on the notice board. On the day of the admission, students whose admission has been confirmed meet with the Principal and tutor for a personal interview. All the necessary documents and mark list are verified and the candidate is admitted after payment of fees. They are required to present a detailed resume to the tutor. An orientation programme is conducted for the students and their parents. The new students are also given an orientation by the IQAC. The University of Calicut conducts a common entrance test for admission to the MSW programme. Selection of students is based on this test, group discussion and personal interview.

6.4 Welfare schemes for

Teaching	The welfare schemes includes staff supporting residential facility, nursery-crèche, canteen, transport facility, bank, store, salary advancing in times of need, education fund for children of menial staff, marriage fund for the poor, and other benefits on being part of Staff Associations
Non teaching	
Students	Institutional scholarships, Free ships, Financial aid to students, Free noon meals
Community	Women welfare scheme such as marriage assistance, Financial Aid to Community for Housing ,Medical aid, VCASS, FCC, Child line, Child Guidance Centre, Day-Care Centre for children

6.5. Total corpus fund generated: Academic year 2015-16: Rs.11,84,324

6.6. Whether annual financial audit has been done : Yes

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	-	Yes	Staff council and IQAC
Administrative	No	-	Yes	Staff council and IQAC

6.8 Does the University/ Autonomous College declares results within 30 days? – No

For UG Programmes Yes No

For PG Programmes Yes No

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

The Kerala Government granted autonomy to the college based on the recommendations made by the UGC and University after assessing the performance of the college in the past years. The first intake of students for Vimala College (autonomous) will be held next year ie. 2016-17. Preparatory work has been made for admission and examination.

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

The Kerala Government granted autonomy to the college based on the recommendations made by the UGC and University after assessing the performance of the college in the past years. The first intake of students for Vimala College (autonomous) will be held next year ie. 2016-17. Preparatory work has been made for admission and examination.

6.11 Activities and support from the Alumni Association

- The Alumnae Association plays a pivotal role in maintaining a very cordial relationship with the former students and teachers of the college.
- Programmes during 2015-16 include:
 - Alumnae Association Award Day in memory of Dr Sr Cleopatra
 - Alumnae Echoes: Colum in the college magazine
 - Annual Alumnae re-union (Second Saturday of October)
 - News letter (Dear Alumnae) published
- Leadership training for mothers of first semester students in collaboration with the Centre for Women's Studies
- Alumane Bazar (Kiosks and stalls of Boutiques, Jewellery etc.)
- Fund contribution towards the construction of Vimala International Aquatics Complex
- Star of Vimala Contest
 - The Star of Vimala Contest, Annual Reunion, alumnae shelf in the library, and alumnae echoes in the College Magazine. Alumnae also publish a newsletter called 'Dear Alumnae' Several Departments invite the alumnae for extension lectures or to conduct workshops and share their expertise with the students. The alumnae has also contributed to the enhancement of learning resources like installation of solar panel in physics department, establishment of computer lab in statistics department .

6.12 Activities and support from the Parent – Teacher Association

- The Parent Teacher Association of the college is in the forefront of all the programmes of the college. General Body Meeting is held once in a year. At the general body meeting, issues relating to academics, extra academic, infrastructure, etc are discussed. In the interactive session, parents are encouraged to give their feedback and suggest measures for improvement. Eight representatives of the parents were selected to the PTA executive from the General body. Five staff members were nominated by the Principal to the PTA executive. A ten member PTA executive committee including Principal and Vice- Principal functioned for the last year. The parent-teacher collaboration in the teaching-learning process is one of the main factors that help sustain high quality and excellence
- For the first UG and PG students and their parents an orientation programme is arranged on their first day in the college. Talks that can help better parenting and facilitate teacher-parent collaboration were also arranged.
- At the Departmental level meeting, the parents meet with the tutor and other teachers to discuss their wards' progress and performance.
- PTA extended financial support for infrastructural expansion, scholarships and freeships. PTA contributed rupees one lakh to sports welfare fund.
- PTA conducted the PTA Award Day to honour the achievers among students and staff. PTA also conducted a grand retirement function for the teachers who retired from the service last year.
- PTA contributed rupees one lakh from PTA fund to provide financial assistance to educate the children of IV grade staff.
- The Lissieux Block in the College, a seven storey building whose structure is completed is partially supported by the PTA.
- PTA extends its support to the Golden Jubilee programmes of the College. PTA president acts as the Chairman of Golden Jubilee Celebration Committee.
- Prize for retiring staff members

6.13 Development programmes for support staff

Special training programmes were conducted for the support staff. Session on government rules and procedures, stress management, spiritual development etc was conducted. The manager meets the support staff once a year. The support staff have their own staff association and they organise celebrations, get-together etc.

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

- Planting of saplings on various occasions to increase the greenery of the campus
- Each department was given a sapling to plant and care for in the campus in connection with environment day
- Use of more solar power
- Rainwater harvesting and waste management
- Setting up of vegetable garden by NSS volunteers and the Department of Botany
- Maintaining the status of plastic free campus.
- Very Well maintained ornamental garden
- Drinking Water Quality assessment by Bhoomitrasena club.
- Clean Green Campus project
- Garden benches

Criterion VII

7. Innovations and Best Practices

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

- Vision 2020: All the faculty members attended a workshop on strategic Planning. Specific framework has been provided to them in order to prepare an action plan for the next five year. Department-wise discussions were held. Presentations of each department were held in the next two days. A document containing department –wise action plan was also prepared. It was also decided to conduct a review of these plans every year.
- Department of social work organized a quiz competition on Life of Gandhi in connection with Gandhi Jayanthi Day. The students actively participated in the programme as it enhanced their understanding about our Father of Nation. Winners have attended quiz on the same topic at the University level and won prize.
- The Post Graduate and Research Department of Physics, in collaboration with **APT Kerala** conducted an intercollegiate ***Project Presentation Competition*** for M Sc Physics students. 17 students from various colleges submitted their abstracts and 11 students among them participated in the competition
- Faculty training for all the teachers in the Physics Department conducted by the Academy of Physics Teachers (APT). Vimala College was the venue for the programme conducted for Physics teachers of all colleges.
- **Organised ‘GRACIA 2015’ as part of Teachers Day to honour all the teachers**
- Organised a series of programmes (20 Hours) in self defence under the leadership of NCC in association with Kerala Police Academy and Women Development Cell as part of ‘Nirbhaya’ Project. **Seven Cadets gave the Demo for Self Defense Training at Little Flower College, Guruvayoor and also to Kudumbasree members in the community**
- The College actively participated in the “Cleanliness Drive” by Suchitwa Mission Programme
- “*Paaraspariyam 2015*” was organized by the Department of Social Work. This programme brought together residents of destitute homes and old age homes at Vimala College and entertained them with games and cultural programmes. Refreshments and gifts were also provided to the participants by mobilising resources from the community. The programmes helped to sensitise young generation on social problems and situation of people living in institutions.
- A series of programmes were organized with a purpose to enhance entrepreneurship skills among women. Session on Role of Women in contemporary Business environment’, “COMFEST 15” by Entrepreneurship Development club, three day workshop organized by Department of home Science in collaboration with Kerala Industrial and Technical Consultancy Organisation (KITCO), Kochi. Women Entrepreneurship Award (WEA) day was organized by the Department of English in association with the Conport group and Positive Circle
- The Department of economics conducted an organic vegetable sale programme – **HARITHAM** as an innovative practice of the department. The students collected vegetables from the farmers of Nadathara Panchayath. The teachers, non teaching staff and the students of the college actively participated in the programme.
- A series of sessions on Cyber Safety and harmful effects of narcotic substances were conducted in order to sensitise students on responsible use of internet.

- Organ Donation Campaign by NCC was another innovative programme of the college
- A neighbourhood youth parliament was conducted by NSS in collaboration with Nehru Yuva Kendra
- Riti1.0 IT Fest organised by the Department of Computer Science
- Botany Department KSST – link with Oushadhi
- “Health and Wellness” - Zoology department in collaboration with IMA conducted “Breast cancer prevention campaign” and an interactive session on “Health and life style”
- Malayalam Department – Vayanakalari
- Library – Individual subscription of “The Hindu” Daily for students

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

Plan	Action taken
Quality Enhancement in teaching	Conducted information sessions on smart class rooms and use of online resources to teachers. Master users were identified from each department and they were given orientation on the use and maintenance of the smart board. Conducted sessions on communicative English (Phonetics) to teachers Teachers attended faculty development programmes in other colleges and universities
Evaluation	Modified feedback forms Conducted a survey among all the students to elicit their feedback on the functioning of the college. Tutors were given orientation on the survey and compilation of data. Necessary actions were taken on the basis of students’ suggestions Conducted teacher evaluation
Acquisition of autonomous status	College submitted proposals for autonomy status and College with potential for Excellence and has been successful in achieving both.
Curricular Planning	Vision 2020: Teachers workshop for the preparation of perspective Plan 2015-2020 Seminar proposal to NAAC on Curriculum Designing and Academic Auditing
Starting of new academic programmes	Three PG programmes and One UG Programme started
Infrastructure augmentation	Completion of Vimala international Aquatics Complex Renovated Home Science Lab Progress in the construction of Lissuex Block
Green Campus	Set up a garden in commemoration of Golden Jubilee Year of the College
Initiation of the celebration of Golden Jubilee year	Organised committees Conducted a programme named “My Bit” towards the resource mobilisation for community extension activities as part of Golden Jubilee Celebration. Students set up shops to sell used/ pre-loved items Inauguration of Golden Jubilee Celebrations with students’ programmes depicting the relevance of their respective disciplines.

Extension Programmes	Formulated extension programmes such as <i>Kaniv</i> (support programme for students having parents who are terminally ill) and “ <i>Unarvu</i> ”(Bicycle for students with transport problems)
Application for autonomy and CPE	IQAC actively participated in the preparation of proposals and in the subsequent review process

7.3 Give two Best Practices of the institution (please see the format in the NAAC Self-study Manuals)

1. Continuing Professional Development Programme for Social Workers
2. Haritham- Mobilising organic vegetables from farmers and its marketing

Please see Annexure III

7.4 Contribution to environmental awareness / protection

- Observance of World Environment Day with variety of programmes:-
- Planting of trees at Padukkad campus by each department
- Kavimaram”- Students were promoted to recite poems of their favourite and plant a seedling in the name of the poet
- Poster making competition on the topic “Preserve Today Secure Tomorrow”
- Talk on Soil Conservation was organized by Department of Botany
- Set up Kitchen garden in the campus by the Department of Botany in collaboration with NSS. Students maintained the garden well by visiting and working in the garden on a daily basis
- Seedlings of Cauliflower and Cabbage were distributed to the students of NSUP School, Cheroor. The faculty of the department conducted session on “the importance of organic farming and the method of cultivation of winter crops”.
- NSS organized awareness programme on “Plastic waste management” through a video clip presentation
- Observance of Hiroshima Day by the Department of Social Work
- Organic vegetable sale programme –HARITHAM as an innovative practice of the Department of Economics
- NSS volunteers cleaned the pavements in front of the college.

- NSS volunteers conducted campaign to promote the re-use of plastic pens
- NCC Cadets presented a tableau on waste management at Swatch Bharat Mission Programme in the college

7.5 Whether environment audit was conducted:

No

7.6 Any other relevant information the institution wishes to add:

For the effective grievance redressal process, this year IQAC conducted a survey among the students to elicit their opinion about the functioning of the college, its activities and their suggestion to improve. The data were analysed and discussed in a meeting of grievance redressal committee and decided the modifications to be implemented. The students have been informed of this in a meeting.

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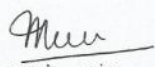
Activities planned by the institution and IQAC for 2016-17

Institution


1. To cater to the requirements of the autonomous status conferred on the institution, and orient the work culture to make the status operational
2. To implement the utilization of the CPE fund according to the plan
3. To draft a master plan for the upcoming Golden Jubilee Celebrations of the institution so as to accommodate activities in the various domains like the educational, social, spiritual and infrastructural
4. To upgrade PG Departments into research centres
5. To introduce new programmes :B.Sc Psychology, B.Com Cooperation
6. To motivate all departments to apply to the UGC for international seminars
7. To introduce at least one online course in the curriculum
8. To complete the construction of the state of the art seminar hall
9. To launch campus radio and campus news
10. To ensure timely appointment of faculty and redefine the selection procedure

IQAC

1. To conduct academic auditing in the background of the proposed prize instituted for the Best Performing Department
2. To complete Green Auditing
3. To conduct the feedback and evaluation online
4. To conduct an internal examination on line
5. To release a publication on academic writing
6. To review and revise the value education module
7. To initiate an innovative practice : Quality Circle for students
Objective: To inculcate quality and excellence in students drawing on the resources of the faculty.
8. To initiate the process for the next accreditation
9. To review the current Best Practices replace redundant ones with practices that are current and relevant to the present
10. To organize a national seminars sponsored by NAAC
11. To introduce the practice of organizing seminars exclusively coordinated by students. The objective is to strengthen the student wing of the IQAC and instill research culture in students.


Dr Minimol K
IQAC Coordinator




Dr Sr Maries V.L
Principal
VIMALA COLLEGE
(AUTONOMOUS)
THRISUR-680 005

ANNEXURE

Annexure I
Academic Calendar
UNIVERSITY OF CALICUT
(DOA/PAREEKSHA BHAVAN)



ACADEMIC CUM EXAMINATION CALENDAR 2015-16

This calendar is applicable to all courses including UG and PG

Name of Examination	Issuance of admission notification	Commencement of online registration	Date of entrance exam, if applicable	Date of admission	Commencement of semester	Date of notification	Last date for submission of APC	Date of commencement of examinations	End of semester	Last date of uploading internal marks	Date of conclusion of exam (on or before) *1	Date of publication of result (30/60 clear working days after the end of the exams) *2
UG Courses without Entrance (Semester-CCSS):- B A/B Sc/B Com												
1	2	3	4	5	6	7	8	9	10	11	12	13
I Semester	01/04/15	16/04/15		26/06/15	29/06/15	17/09/15	02/11/15	12/11/15	17/11/15	11/12/15	12/12/15	29/02/16
II Semester					18/11/15	30/01/16	21/03/16	04/04/16	31/03/16	04/05/16	04/05/16	18/07/16
III Semester					01/06/15	01/08/15	05/10/15	15/10/15	30/10/15	16/11/15	16/11/15	27/01/16
IV Semester					02/11/15	30/01/16	08/03/16	01/04/16	31/03/16	02/05/16	02/05/16	18/07/16
V Semester					01/06/15	01/08/15	13/10/15	21/10/15	30/11/15	23/11/15	23/11/15	30/01/16
VI Semester					02/11/15	30/01/16	24/03/16	18/03/16	31/03/16	18/04/16	18/04/16	26/05/16
PG COURSES WITH OUT ENTRANCE:- MA/M Sc/M Com (Semester-CUCSS and CCSS Pattern)												
I Semester	16/06/15	17/06/15		06/08/15	10/08/15	09/11/15	28/12/16	05/01/16	08/01/16	05/02/16	05/02/16	29/04/16
II Semester					11/01/16	12/05/16	02/07/16	12/07/16	16/07/16	12/08/16	12/08/16	04/11/16 *
III Semester					07/09/15	03/12/15	08/01/16	18/01/16	27/01/16	18/02/16	18/02/16	10/05/16
IV Semester					28/01/16	03/06/16	08/07/16	18/07/16	04/08/16	18/08/16	18/08/16	04/10/16
*For II Semester(Final): 31/03/16												
PG COURSES WITH ENTRANCE:-M.SW (Semester -CUCSS and CCSS Pattern)												
I Semester	15/05/15	16/05/15		06/08/15	10/08/15	09/11/15	28/12/16	05/01/16	08/01/16	05/02/16	05/02/16	29/04/16
II Semester					11/01/16	12/05/16	02/07/16	12/07/16	16/07/16	12/08/16	12/08/16	04/11/16 *
III Semester					07/09/15	03/12/15	08/01/16	18/01/16	27/01/16	18/02/16	18/02/16	10/05/16
IV Semester					28/01/16	03/06/16	08/07/16	18/07/16	04/08/16	18/08/16	18/08/16	04/10/16

COURSES TO WHICH NO CLASSES ARE BEING CONDUCTED-(SUPPLEMENTARY EXAMINATIONS ONLY)

Name of Examination	Date of Notification	Date of Commencement of Examination	Date of conclusion of exam (on or before) *1	Date of publication of result (30/60 clear working days after the end of the exams) *2
MA/MSc Previous	06/01/16	03/05/16	03/06/16	23/08/16
MA/MSc Final	06/01/16	12/04/16	12/05/16	24/06/16
M.Com I & II Semester	06/01/16	03/05/16	03/06/16	23/08/16
M.Com III & IV Semester	06/01/16	12/04/16	12/05/16	23/06/16
Final year BA/ B.Sc/ B.Com / BBA/BCA	06/01/16	20/04/16	20/05/16	01/07/16
I & II year BA/ B.Sc/ B.Com / BBA/BCA	06/01/16	03/05/16	03/06/16	23/08/16
Afsal-UI-Ulama Preliminary I year	06/01/16	03/05/16	03/06/16	23/08/16
Afsal-UI-Ulama Preliminary II year	06/01/16	20/04/16	20/05/16	01/07/16
Adi-bi Fazil Preliminary	06/01/16	03/05/16	03/06/16	23/08/16
Adi-bi Fazil Final	06/01/16	20/04/16	20/05/16	01/07/16

*1 For programmes with Practical, Viva Voce, Project etc. exams may go beyond the stipulated date.

*2 For courses with Practical, Viva Voce, Project etc publication of results may extend beyond the stipulated date.

Details of Election and other Cultural Activities

Sl No	Activities	Schedule
1	College Union Elections	July Last week/August first week
2	University Union Elections	27-06-15
3	Zonal Festivals	January 3 rd & 4 th week
4	Inter Zone	February 3 rd and 4 th week
5	International Students Festival	November 2 nd week
6	Anti ragging campaign	September 1 st week

Date of issue of Provisional Certificate : within 5 clear working days for Alpha Numerical (Digital) and 20 clear working days for Numerical register numbers after publication of result.

Date of issue of Provisional Certificate and consolidated mark list of B.Tech : within 20 clear working days after publication of result

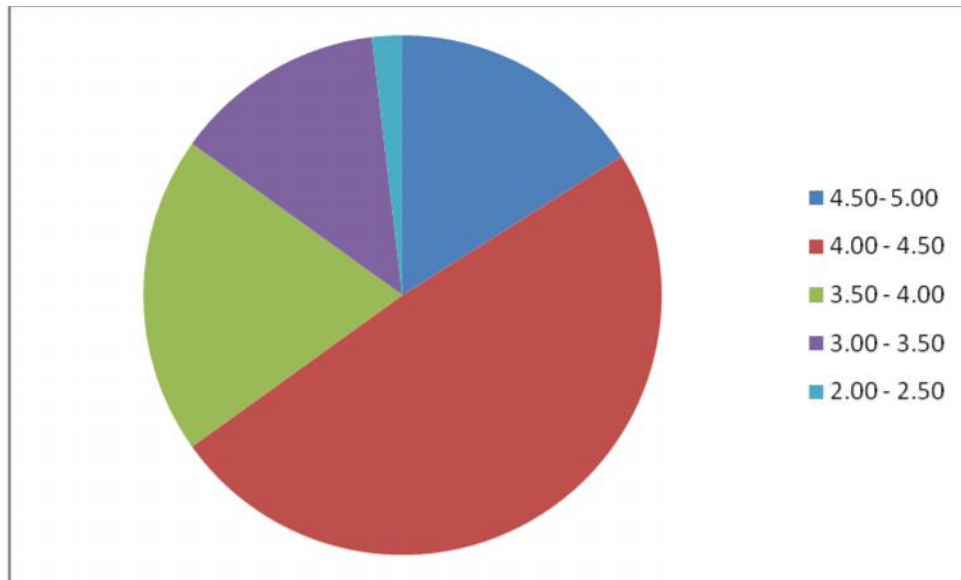
Date of issue of Degree Certificate : Meeting of the Senate within 15 days of publication of result. Degree certificate will be issued within 15 days after awarding the degree by the Senate.

Note :The dates are subject to change due to unforeseen reasons.

Annexure - II

Teacher Evaluation by the Students

Periodic evaluation of faculty is done by the students and the Principal analyses the evaluation sheets with the help of Vice Principal. Each teacher is assigned a grade point and the level of performance. The evaluation results for the academic year 2015-2016 is given below.



Annexure – III

Best Practices

Best Practice 1

Title of the Practice: Continuing Professional Development Programme for social workers

Goals.

- To provide a common platform for social workers engaged in the provision of counselling services to debrief their experience and evaluate their professional practice
- To offer social workers a range of counselling skills and techniques based on various theoretical perspectives
- To explore and inform evidence based best practices in the field of helping
- To facilitate reflective learning in their professional practice
- To pool resources for learning as well as practice
- To find out needs for professional supervision

Context:

Continuing Professional Development (CPD) is a term commonly used to denote the process of the ongoing education and development of professionals, from initial qualifying education and for the duration of professional life, in order to maintain competence to practice and increase professional proficiency and expertise. Social workers work in a variety of settings: family services agencies, children's support agencies, health settings, educational institutions, correctional institutions, welfare administration agencies and Central and State government departments. An increasing number of social workers work in these settings as counsellors. Their consumers include children, adolescents, parents, people with physical or mental illness, elderly etc. Their work with clients may present many personal and professional challenges, but also an on-going opportunity to assess personal strengths, feelings, thoughts and limitations, as they relate to other people. Successfully counselling clients through difficult times requires a combination of interpersonal skills, sufficient knowledge about the issues involved and a host of personal attributes. Though social workers have basic counselling competency as a result of their training in case work and counselling as part of their MSW programme, there should be an on-going learning process throughout their career that can provide them with more clarity, focus, further understanding and professional and personal growth.

Hence, this programme proposes a series of sessions to the social workers engaged in counselling services for their professional development.

Practice

The programme was started in the year 2014-15 and continued during the year 2015-16. Invitations were sent to social workers working in the field of counselling including the alumnae of the Department of Social work, Vimala College. There were three sessions during the reporting period. The sessions were facilitated by experts in the field. The sessions were participatory in nature so that all the practitioners got opportunities to share their experiences, apprehensions and expectations. The college received very good feedback from the participants and it was decided to continue the practice during the next year as well.

Evidence of success:

- Active participation of social workers
- Positive feedback
- Evidence of improvement in the participants' confidence in actual practice settings

Problems encountered:

Nil

Best Practice 2**Title of the Practice– Haritham****Background**

The Department is conducting a Certificate Course “Entrepreneurial Skill Development in Farming” with aim to motivate and develop the students to be successful entrepreneurs through innovative farming methods and to instill the relationship between man and nature. One of the methods to achieve this aim is to link the students with Farmers who do innovative farming methods.

Motto

To make awareness among the students about the benefits of organic farming and make them responsible to support the sustainable development practices.

Practice

The Department conducts an organic vegetables sale programme –**HARITHAM** in the campus with the leadership of students. They collect vegetables from the organic farmers in the District and sell it to the college community including staff and students. Thus the department acts as a helping hand to the farmers by providing an outlet to their produce. The farmers are really satisfied because they are getting reasonable market price through this sale.

Outcome

- (1) The students could understand the problems faced by the organic farmers especially in marketing by assuring reasonable price.
- (2) The students could learn the marketing strategies of sales.
- (3) The community could avail and use pesticide - free vegetables.

Problems encountered

There wasn't any official data bank to identify the vegetable farmers in the district and to know their crops. To purchase from the SHG farmers was not easy because of their official procedures.