

FATIMA MATA NATIONAL COLLEGE (AUTONOMOUS)

KOLLAM - 691001



ANNUAL QUALITY ASSURANCE REPORT – 2015-16

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year

2015-16

1. Details of the Institution

1.1 Name of the Institution

Fatima Mata National College

1.2 Address Line 1

Kollam

Address Line 2

City/Town

Kollam

State

Kerala

Pin Code

691001

Institution e-mail address

mailbox@fatimacollege.net

Contact Nos.

0474-2743387, 0474-2749585

Name of the Head of the Institution:

Dr Vincent B. Netto

Tel. No. with STD Code:

0474-2749585

Mobile:

9446015215

Name of the IQAC Co-ordinator:

Dr Mary Teresa P Miranda

Mobile:

09495974828

IQAC e-mail address:

iqacfatima@gmail.com

1.3 NAAC Track ID

OR

1.4 NAAC Executive Committee No. & Date:

EC/63/RAR/55 dated 23/03/2013

1.5 Website address:

www.fatimamatanationalcollege.ac.in

Web-link of the AQAR:

www.fatimamatanationalcollege.ac.in/IQAC/AQAR/2015-16

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	****	70.75	2001	2001-2006
2	2 nd Cycle	B+	83	2007	2007-2012
3	3 rd Cycle	A	3.13	2013	2013-2018
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

01-06-2004

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

- i. AQAR 08-08-2015 (DD/MM/YYYY)
- ii. AQAR _____ Not Applicable _____ (DD/MM/YYYY)
- iii. AQAR _____ Not Applicable _____ (DD/MM/YYYY)
- iv. AQAR _____ Not Applicable _____ (DD/MM/YYYY)

1.9 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

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC12

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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (PhysEdu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

NIL

1.11 Name of the Affiliating University (for the Colleges)

University of Kerala

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

Autonomy by State/Central Govt. / University State, University & UGC

University with Potential for Excellence NIL UGC-CPE NIL

DST Star Scheme NIL UGC-CE NIL

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held No. Faculty

2.11 No. of meetings with various stakeholders:

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

Capacity building, Pedagogical Innovations

2.14 Significant Activities and contributions made by IQAC

- Institutionalised quality and accountability
- Spear- headed curriculum re-designing and syllabus revision and incorporated institution- industry linkages
- Promoted academic and administrative audit
- Monitored teaching and learning and ensured that Continuous Assessment Tests (CAT) and End Semester Examinations (ESE) were held strictly in accordance with the academic calendar

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
(i) Quality enhancement	Development and application of quality benchmarks
(ii) Effective Mentoring	Mentors constituted in all classes (ratio 1mentor # 20 students). 2 seminars and 1 workshop held for faculty on mentoring and student support and progression
(iii) Green and clean campus	Campus fully plastic free. PM's Swachh Bharat Scheme implemented in letter and spirit. Monthly cleaning operation by students and teachers. Avoidance of bottled water, plastic cups, plates. Ethnic food given preference over junk food
(iv) Examinations	Stream lined CAT and ESE, prepared academic calendar which was strictly adhered to at UG and PG levels. Results announced as scheduled and on time. First autonomous batch of PG students passed out
(v) Infrastructure development	Two new blocks under construction and one block being renovated. Work to be completed by end of 2016

(vi) Impetus for Research and Consultancy	20 % of the faculty submitted major and minor research project proposals to UGC, KSCSTE and BNRS. Interdisciplinary research promoted. Four minor and two major projects newly sanctioned amounting to a total of Rs 61,51,300/-
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2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body: IQAC

Provide the details of the action taken

The AQAR was compiled with inputs from all departments by a committee led by IQAC Co-ordinator. A special meeting of the IQAC was held to discuss and approve 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	7	1	-	-
PG	11	-	-	-
UG	12	-	3	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
Total	30	-	03	-
Interdisciplinary	-	1	-	-
Innovative	-	-	-	-

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	26
Trimester	-
Annual	-

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 – Annexure I*

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

Yes , Syllabi updated and on par with prestigious universities. Exposure to entrepreneurship initiatives ignited at PG level incorporating lab to field experience. Mandating students to participate in extension activities related to rural and agrarian themes

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

Yes, Department of Botany recognized as an approved Research Centre under University of Kerala
Self financing courses – BA English Language, Literature & Communication, BSc Computer Science, B Com Co operation

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others (Guest)
106	52	37	1	16

2.2 No. of permanent faculty with Ph.D

54

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
-	16	-	-	-	-	-	-	-	-

16

0

10

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	3	7	-
Presented papers	6	16	3
Resource Persons	4	-	4

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

- Integrating ICT into classroom teaching and learning processes
- Bridging curricular content with life skill instruction
- More field work incorporated in the curriculum to inculcate in the learners, analytical capacity blended with socio economic concern.

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

187

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

Double valuation; providing photocopies of valued answer scripts to students on demand – to ensure transparency; SAY exam for PG & UG, question bank

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

All faculty members

86%

2.10 Average percentage of attendance of students

2.11 Course/Programme wise distribution of pass percentage

(Affiliated Batch 2013-16) :

<i>Subjects</i>	<i>No. of students enrolled</i>	<i>% passed</i>			
		<i>I %</i>	<i>II %</i>	<i>III %</i>	<i>Pass %</i>
<u>BSc Degree</u>					
Maths	58	36	-	-	36
Physics	51	53	-	-	53
Chemistry	51	65	-	-	65
Polymer Chemistry	23	13	-	-	13
Botany	53	43	-	-	43
Zoology	49	35	-	-	35
Psychology	39	46	-	-	46
<u>B.A. Degree</u>					
English	53	43	-	-	43
Malayalam	60	70	-	-	70
Economics	129	29	2	-	30
<u>B.Com Degree</u>					
Commerce	72	74	4	-	78

PG (2013-15) Affiliated Batch

<i>Subjects</i>	<i>No of students registered for Exam</i>	<i>First class</i>	<i>Second class</i>	<i>Third class</i>	<i>Total No. of students passed</i>	<i>% Pass</i>
<u>M.Sc Degree</u>						
Maths	13	7	0	0	7	54
Physics	15	14	0	0	14	93
Chemistry	12	8	0	0	8	67
Botany	15	11	1	0	12	80
Zoology	16	13	0	0	13	81
Food & Dairy Bioechnology	8	8	0	0	8	100
<u>M.A. Degree</u>						
English	24	16	3	2	21	88
Malayalam	16	13	1	0	14	88
Economics	16	6	5	0	11	69
<u>M.Com Degree</u>						
Commerce	20	18	0	0	18	90

PG (2014-16) Autonomous Batch

<i>Subjects</i>	<i>No of students registered for Exam</i>	<i>First class</i>	<i>Second class</i>	<i>Third class</i>	<i>Total No. of students passed</i>	<i>% Pass</i>
<u>M.Sc Degree</u>						
Maths	16	11	1		12	75
Physics	15	13			13	87
Chemistry	11	7			7	64
Botany	15	15			15	100
Zoology	15	14			14	93
Psychology	6	4	1		5	83
Food & Dairy Biotechnology	12	12			12	100
<u>M.A. Degree</u>						
English	25	14	1		15	60
Malayalam	20	17	2		19	95
Economics	20	15	4		19	76
<u>M.Com Degree</u>						
Commerce	22	18	1		19	86

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

The IQAC has an annual academic audit of all the departments. IQAC organises effective workshops and seminars for realising capacity building and pedagogical innovations of the teaching faculty. CAT examinations are conducted twice in a semester and prompt evaluation and publication of results follow.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	1
UGC – Faculty Development Programme	4
HRD programmes	-
Orientation programmes	3
Faculty exchange programme	-
Staff training conducted by the university	5
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	1
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	32	13	-	-
Technical Staff	01	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

IQAC monitors R&D activities in the institution. It enjoins the management to provide extra facilities to teachers who are the Principal Investigators of Major Research Projects. The Research Committee identifies faculty with research potential, motivates and inspires them to submit project proposals. Teachers who present /publish papers are appreciated at general staff meetings. Constant updating of knowledge is brought about by conducting seminars and workshops for teachers

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	3	2	2
Outlay in Rs. Lakhs	8,97,800/-	86,32,000/-	45,85,300/-	66,44,200

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	4	5	4	3
Outlay in Rs. Lakhs	4,57,500/-	6,41,000/-	15,56,000	9,68,500/-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	21	17	0
Non-Peer Review Journals	0	0	3
e-Journals	2	0	0
Conference proceedings	6	16	3

3.5 Details on Impact factor of publications:

Range 0.760-6.391 Average 1.821 h-index 4.138 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	2016-2018	KSCSTE,BRNS	45,85,300	32,17,350
Minor Projects	2016-2018	UGC	15,56,000	14,36,000
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	2016	KSCSTE	10,000	nil
Any other(Specify)				
Total			61,51,300/-	46,53,350

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 : Not Applicable

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	-	4	-	1	68
Sponsoring agencies	-	RUSA, UGC	-	Govt of Kerala	PTA, Management, IQAC

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 year

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

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
		1	2			

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

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

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)
JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:
University level State level
National level International level

3.22 No. of students participated in NCC events:
University level State level
National level International level

3.23 No. of Awards won in NSS:
University level State level
National level International level

3.24 No. of Awards won in NCC:
University level State level
National level International level

3.25 No. of Extension activities organized
University forum College forum
NCC NSS Any other

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

- A training programme on “ Cost effective technology transfer on value addition to trash fish” for fisher women of Kollam , Kerala was organised on 09 Sept. 2015 and 06 Oct. 2015. Ten participants became beneficiaries of the PM’s Mudra yojana scheme and received Rs 50,000 each to start entrepreneurial initiatives. A core team was constituted to monitor their venture
- Members of the Eco club teamed up with the Catholic Welfare Association - an NGO under the Diocese of Quilon - to clean the coastal colonies along Vaddy and Moothakara in Kollam, Kerala
- A seminar was conducted for students to highlight the dangers inherent in drug abuse and alcoholism
- In tune with the Prime Minister’s Swatchch Bharat Scheme, monthly campus cleaning drives were undertaken by teachers 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	14.96 acres	0	-	14.96 acres
Class rooms	929 sqm(30)	8	Faculty Contribution	38
Laboratories	2770 sqm (23)	2	Management contribution KSCSTE	25
Seminar Halls	4	1	P.T.A, Alumni Ass.	5
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	3	5	KSCSTE UGC, BRNS	8
Value of the equipment purchased during the year (Rs. in Lakhs)	46.83	10.2	BRNS,UGC,KSCSTE	57.03
Others	0	0	0	0

4.2 Computerization of administration and library

Fully computerized library, office and examination wing On-line admission

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value (Rs)	No.	Value (Rs)	No.	Value (Rs)
Text Books	81875	52,47,383	339	1,00,000	82214	53,47,383
Reference Books	2700	10,00,000	0	0	2700	10,00,000
e-Books	106	0	0	0	106	0
Journals	50	74,153	4	10,847	54	85,000
e-Journals	30	0	0	0	30	0
Digital Database	1(NLIST)	5000	0	0	1	5000
CD & Video	-	-	-	-	-	-
Others (Magazines)	47	19,587	0	0	47	19,634

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	110	5	9	2	-	13	60	0
Added	7	0	1	0	-	2	6	0
Total	117	5	10	2	-	15	66	0

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

Internet access to almost all departments, computer lab for all Science and Commerce departments

4.6 Amount spent on maintenance in lakhs :

i) ICT

NIL

ii) Campus Infrastructure and facilities

Rs 65,00,000

iii) Equipments

Rs 75,840

iv) Others

Rs 1,00,000

Total :

Rs 66,75,840

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC has put up:

- 1) Student Welfare Committee
- 2) Committee for promotion of Arts and Culture
- 3) Library and debating Club
- 4) Programmes such as WWS, SSP
- 5) Remedial coaching
- 6) Special coaching for gifted learners
- 7) Career aptitude selection and coaching
- 8) Talent hunt committee to identify talented students

5.2 Efforts made by the institution for tracking the progression

- IQAC holds quality related meetings with student representatives; one meeting in a term.
- Academic and extra academic toppers monitored on a personal basis
- Very effective mentoring system

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2147	346	70	0

(b) No. of students outside the state

0

(c) No. of international students

0

Men	No	%	Women	No	%
	810	33		1683	67

2014-15						2015-16					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
583	409	3	1343	6	2348	681	368	3	1437	4	2493

Demand ratio 1:38

Dropout % = 9%

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

- Special coaching classes are held on Saturdays for entry into Civil services/banking / UGC NET- JRF

No. of student beneficiaries

138

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

- Students with personal or academic problems, identified by their mentors, are provided special counselling by a team of counselors headed by the HOD of Psychology. Those in need of acute help are directed to the St Joseph's Guidance and Counselling Centre functioning within the campus premises.
- The PTA in tandem with Malayala Manorama -a leading Malayalam newspaper - regularly organizes career guidance seminars and offers discounts on the purchase of Competition Success Review magazine
- The placement cell of the college arranges campus recruitment drives of leading corporate/software houses
- Selected students are given grooming classes on personality development and effective group discussion performance

No. of students benefitted

1306

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
3	131	34	0

5.8 Details of gender sensitization programmes

- The Anti- ragging Cell is extremely vigilant and sensitizes the boys on the need for respect towards girls. The Equal Opportunity Cell with the IQAC co ordinator as convener ensures that gender discrimination of any sort does not take place in the college.
- The women's study unit functioning in the college empowers the girl students and organizes meaningful seminars on curbing sexual harassment.

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

State/ University level National level International level

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: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount (Rs)
Financial support from institution	285	3,24,000
Financial support from government	894	6,20,000
Financial support from other sources	2	5000
Number of students who received International/ National recognitions	0	0

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: Nil

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision- Excellence in higher education, love of mother land, integrity of character, belief in integrating labour, spirit of selfless service and respect for fellow beings

Mission – Acting as a catalyst of change and enlightenment. Serving as an instrument of social justice & providing education to all especially the less fortunate brethren

6.2 Does the Institution have a Management Information System

Yes, there is an official website for the college. Besides, there is:

- an official newsletter which covers all relevant news
- notice boards for all departments to display information on academic and administrative matters.

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

6.3.1 Curriculum Development

- Designed curriculum to avoid pitfalls in the education system
- Introduced multi disciplinarity in planning and designing PG dissertation work
- Incorporated field trips into curriculum for building up environment awareness and conservation mindset in the students
- Curriculum student friendly, providing sufficient time for skill development
- Institution – industry linkages promoted
- Board of studies convened annually to update UG & PG curriculum to satisfy employer requirements

6.3.2 Teaching and Learning

- Promotion of e – learning by subscribing to e books in the library
- ICT enabled teaching and learning ; institution soon to be wi-fi enabled
- Periodic teacher and learner evaluation by various stake holders conducted and remedial measures implemented
- Department level action plan drawn up
- Academic audit scheme for departments initiated
- Seminars and workshops on pedagogical innovations for faculty organised

6.3.3 Examination and Evaluation

- Academic calendar for UG and PG programmes brought out at the beginning of the academic year
- CAT and ESE examinations held as scheduled
- Publication of results within one month of the date of examination
- SAY examination conducted one week after publication of result
- Facility for speedy re-valuation and scrutiny of answer scripts
- Double valuation of PG answer scripts

6.3.4 Research and Development

- Management creates a research culture within the campus
- Research review committee evaluates the project proposals prepared by the faculty and refines them before submission
- Teachers with research projects are provided additional infrastructure facilities as an incentive to take up research

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Library upgraded with e resources
- Three National and International journals subscribed to last year
- Full fledged computer lab set up within the library for skill upgradation of students
- Library quality audit carried out
- A SIF facility available in all science departments
- Development and maintenance of institution data base

6.3.6 Human Resource Management

- An effective HRM in the institution headed by the Deans of Science, Arts and student affairs.
- Career development seminars and aptitude tests conducted under the aegis of HRM
- Grooming of students for clearing campus interviews
- Special coaching for Civil services, PSC/UPSC
- Talented students given professional coaching in cultural activities

6.3.7 Faculty and Staff recruitment

- Teachers are recruited on the basis of merit and as per norms of UGC, University and the Govt of Kerala. They are selected by a board consisting of representatives of management, University and the Government
- Members of the non teaching staff are also appointed on the basis of fixed norms

6.3.8 Industry Interaction / Collaboration

- Curriculum revamped to incorporate industrial linkages for creating a knowledge based student community
- Post graduate students given hands - on training in Microbiology and Molecular Biology techniques in Cashew Export Promotion Council of India Technical lab
- Aqua culture consultancy provided to fish farmers
- Collaboration with Indian Rare Earths, Kollam, Kerala Minerals & Metals Ltd, Kollam and Central Plantation Crops Research Institute, Kayamkulam, Kollam with regard to knowledge and resource sharing

6.3.9 Admission of Students

Admission process (UG & PG) exclusively online for speed and transparency. Admit cards sent via e-mail and post. Process completed in 10 days

6.4 Welfare schemes for

Teaching	Staff Cooperative bank, Co operative store, Canteen
Non teaching	„ „ „ „
Students	Co operative store, Canteen

6.5 Total corpus fund generated

Rs 30,00,000

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Governing council	Yes	Academic audit committee
Administrative	Yes	Governing council	Yes	Management

6.8 Does the Autonomous College declare results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

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

- Duration of CAT examination reduced to 1^{1/2} hours to facilitate conduct of 2 papers a day
- Marks for CAT raised from 25 to 30 at PG level and from 20 to 25 at UG level
- Condonation facility for attendance shortage provided only once during the tenure of a programme

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

- The University and the Government are proactive in giving autonomy to eligible colleges
- In the year 2015 eleven colleges were given autonomous status by the University of Kerala

6.11 Activities and support from the Alumni Association

- Vibrant Alumni Association meaningfully titled Former Students' Association
- January 26 celebrated as FSA day
- Instituting scholarships for meritorious and financially backward students
- Organising literary activities (inter college and inter department quiz competitions) for students

6.12 Activities and support from the Parent – Teacher Association

- PTA constituted in sync with University norms
- Organizes literary and cultural competitions at the inter college level
- Organizes career guidance workshops and seminars for students
- Promotes academic and cultural talents of the students by providing professional coaching to talented students
- Financial assistance for infrastructure development and student welfare schemes
- Financial assistance for enhancing aesthetic ambience of the campus.
- Gives scholarships and prizes to meritorious and needy students
- Remunerates guest faculty
- Extends moderate financial support to the departments for instrument maintenance and

6.13 Development programmes for support staff

- Technical training and awareness programmes instituted
- Financial support from the PTA and management extended till release of Govt. Salary
- Special personal loans offered from Staff Cooperative bank
- Scholarships given to their wards

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

- Environment/Green audit conducted
- Environment day celebrated wherein the guests and students undertake a tree planting drive in the campus
- Infrastructural development with minimum damage to the campus flora
- PG students (Zoology) engaged in preparing a Biodiversity Register of the campus

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.

- CCTV coverage which has culminated in zero ragging
- Software enabled attendance posting of students which has drastically reduced absenteeism
- College timing extended by one hour, facilitating more time for tutorials and student mentoring

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

- Golden Jubilee block with 10 spacious classrooms completed
- Two new blocks under construction
- Upgradation of dining facilities for girls
- Bathrooms renovated and napkin disposal machine installed
- All class rooms provided with additional lights and fans
- National seminar conducted for quality enhancement
- Class rooms on second floor provided with false ceiling to mitigate the heat

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

- Organised consultancy and training programme which resulted in livelihood enhancement and income generation for coastal women of Kollam, Kerala
- Industry and society linked research by faculty and students

7.4 Contribution to environmental awareness / protection

- Syllabus revised to include a course on environment studies at UG semester 2 level
- Incineration of solid waste generated in the campus
- Environment Day celebrated with seminars, inter department essay and elocution competitions on themes related to ameliorating carbon footprint and combating climate change
- Under the auspices of the Department of Botany twelve display boards celebrating the beauty of nature and encrypted with messages pertaining to environment protection and biodiversity conservation put up on the walls

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

SWOT ANALYSIS

Our Vision

- Excellence in Higher Education
- Love of Motherland
- Integrity of Character
- Belief in the Dignity of Labour
- Spirit of Selfless Service
- Respect for Fellow beings

Strengths

- quality and accountability institutionalised through autonomy
- Faculty who are life long learners
- Student centric academics
- Vibrant research ambience
- Very efficient examination wing
- Regular academic, administrative, environment and library audits.

Weaknesses

- Space constraints – infrastructure not geometrically proportional to student strength
- ICT enabled teaching and learning needs scaling up
- Absence of hostel facilities for male students and guest rooms for invited faculty
- Minimum collaboration and multi disciplinary research
- Absence of patents for faculty
- Employability of students not as desired

Opportunities

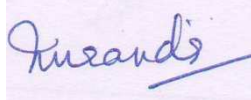
- Scaling up Research and Development wing of the college to bring in more resources by way of externally funded major and minor projects.
- Setting up of a centralised SAIF facility monitored and manned by a trained personnel other than a faculty member
- Outsourcing of SAIF facility for income generation
- Vast potential for space expansion catering to growing demands

Threats

- Public not fully aware of the merits of autonomy
- Resources under utilised by teachers and learners
- Slow pace of funds and grants from Central and State councils and bodies

8.Plans of institution for next year

- To become a college with potential for excellence
- To mobilize more resources by way of externally funded research projects
- To scale up infrastructural and digital facilities



Signature of the Coordinator, IQAC

Name: Dr Mary Teresa P Miranda



Signature of the Chairperson, IQAC

Name: Dr Vincent B Netto, Principal

Annexure I

Analysis of Feed back

Alumni

80% of them were satisfied with the progress made by the college. The shift from affiliation to autonomy was much appreciated. They felt that the curriculum design and syllabus helped the Institution towards holistic academic excellence. One of the negatives pointed out was the low pace of infrastructure development

Parents

On the whole the feedback from the parents were very encouraging. The system of software enabled attendance posting came in for a lot of praise from all the respondents. They felt that the weekly value education class went a long way in grooming their wards to be socially and environmentally responsible individuals. A suggestion made was that the working time of the library should from 8.30 am to 6 pm. All the parents were satisfied with the academic and extra academic benchmark of the institution.

Employers

About 25% of the respondents felt that there should be more skilled based learning incorporated into the curriculum. The communication skills of the students were to be improved. The shift from ICT enabled teaching and learning was appreciated. The academic calendar was to be prepared in such a way that students could tap the summer internship programme offered by National Institutes.

Students

The feedback was quite positive . The students were satisfied with the teaching and learning process and the infrastructure facilities. However the research facilities could be improved. They also wanted wi-fi facility in the campus.

Annexure II – Academic Calendar 2016-17

**FATIMA MATA NATIONAL COLLEGE(AUTONOMOUS) KOLLAM 691001
ACADEMIC CALENDAR FOR 2016-2017
UG/PG PROGRAMMES**

June	Sem I U6	Sem III/V	July	Sem I U6	Sem III/V	August	Sem I U6	Sem III/V	September	Sem I U6	Sem III/V	October	Sem I U6	Sem III/V	November	Sem I U6	Sem III/V
1 Wed		D1	1 Fri	D8	D23	1 Mon	D28	D43	1 Thu	D48	D63	1 Sat			1 Tue	D82	U3
2 Thu		D2	2 Sat			2 Tue	Kankadaka Vayal	2 Fri	2	D49	D64	2 Sun			2 Wed	D83	U5
3 Fri		D3	3 Sun			3 Wed	D29	D44	3 Sat			3 Mon	D64	D79	3 Thu	D84	U3
4 Sat			4 Mon	D9	D24	4 Thu	D30	D45	4 Sun			4 Tue	D65	D80	4 Fri	D85	U5
5 Sun			5 Tue	D10	D25	5 Fri	D31	D46	5 Mon	D50	D65	5 Wed	D66	D81	5 Sat		U3
6 Mon		D4	6 Wed			6 Sat			6 Tue	D51	D66	6 Thu	D67	D82	6 Sun		
7 Tue		D5	7 Thu	D11	D26	7 Sun			7 Wed	D52	D67	7 Fri	D68	D83	7 Mon	D86	
8 Wed		D6	8 Fri	D12	D27	8 Mon	D32	D47	8 Thu	D53	D68	8 Sat			8 Tue	D87	
9 Thu		D7	9 Sat			9 Tue	D33	D48	9 Fri	D54	D69	9 Sun			9 Wed	U1	
10 Fri		D8	10 Sun			10 Wed	D34	D49	10 Sat			10 Mon	Mahanavami		10 Thu	P1	
11 Sat			11 Mon	D13	D28	11 Thu	D35	D50	11 Sun			11 Tue	Vijaya Dashami		11 Fri	U1	
12 Sun			12 Tue	D14	D29	12 Fri	D36	D51	12 Mon			12 Wed	Muharam		12 Sat	U1	
13 Mon		D9	13 Wed	D15	D30	13 Sat			13 Tue			13 Thu	D69	D84	13 Sun		
14 Tue		D10	14 Thu	D16	D31	14 Sun			14 Wed			14 Fri	D70	D85	14 Mon	Uru Nakak Birthda	
15 Wed		D11	15 Fri	D17	D32	15 Mon	Independence Day		15 Thu			15 Sat			15 Tue	U1	
16 Thu		D12	16 Sat			16 Tue	D37	D52	16 Fri			16 Sun			16 Wed	P1	
17 Fri		D13	17 Sun			17 Wed			17 Sat			17 Mon	D71	D86	17 Thu	U1	
18 Sat			18 Mon	D18	D33	18 Thu			18 Sun			18 Tue	D72	D87	18 Fri	P1	
19 Sun			19 Tue	D19	D34	19 Fri			19 Mon	D55	D70	19 Wed	D73	D88	19 Sat	U1	
20 Mon		D14	20 Wed	D20	D35	20 Sat			20 Tue	D56	D71	20 Thu	D74	D89	20 Sun		
21 Tue		D15	21 Thu	D21	D36	21 Sun			21 Wed	ee Narayana Jayal		21 Fri	D75	D90	21 Mon	U1	
22 Wed	D1	D16	22 Fri	D22	D37	22 Mon	D41	D56	22 Thu	D57	D72	22 Sat			22 Tue		
23 Thu	D2	D17	23 Sat			23 Tue	D42	D57	23 Fri	D58	D73	23 Sun			23 Wed		
24 Fri	D3	D18	24 Sun			24 Wed	Sreekrishna Jayal		24 Sat			24 Mon	D76	U5 / P3	24 Thu		
25 Sat			25 Mon	D23	D38	25 Thu	D43	D58	25 Sun			25 Tue		U3	25 Fri		
26 Sun			26 Tue	D24	D39	26 Fri	D44	D59	26 Mon	D59	D74	26 Wed		U5 / P3	26 Sat		
27 Mon	D4	D19	27 Wed			27 Sat			27 Tue	D60	D75	27 Thu		U3	27 Sun		
28 Tue	D5	D20	28 Thu			28 Sun			28 Wed			28 Fri	D80	U5 / P3	28 Mon		
29 Wed	D6	D21	29 Fri			29 Mon	D45	D60	29 Thu			29 Sat			29 Tue		
30 Thu	D7	D22	30 Sat			30 Tue	D46	D61	30 Fri			30 Sun			30 Wed		
			31 Sun			31 Wed	D47	D62				31 Mon	D81	U5 / P3			

ACADEMIC CALENDAR FOR 2016-2017

UG/PG PROGRAMMES

November	December	January	February	March	April	May	Sem I / W/V	Sem II / W/V
1 Tue	1 Thu	1 Sun	1 Wed	1 Wed	1 Sat	1 Mon	Sem I / W/V	Sem II / W/V
2 Wed	2 Fri	2 Mon	2 Thu	2 Thu	2 Sun	2 Tue	May Day	U2
3 Thu	3 Sat	3 Tue	3 Fri	3 Fri	3 Mon	3 Wed	D86	U6
4 Fri	4 Sun	4 Wed	4 Sat	4 Sat	4 Tue	4 Thu	D87	U4
5 Sat	5 Mon	5 Thu	5 Sun	5 Sun	5 Wed	5 Fri	D88	U2
6 Sun	6 Tue	6 Fri	6 Mon	6 Mon	6 Thu	6 Sat	D89	
7 Mon	7 Wed	7 Sat	7 Tue	7 Tue	7 Fri	7 Sun	D90	
8 Tue	8 Thu	8 Sun	8 Wed	8 Wed	8 Sat	8 Mon		
9 Wed	9 Fri	9 Mon	9 Thu	9 Thu	9 Sun	9 Tue		
10 Thu	10 Sat	10 Tue	10 Fri	10 Fri	10 Mon	10 Wed	U6 / P4	
11 Fri	11 Sun	11 Wed	11 Sat	11 Sat	11 Tue	11 Thu	U4 / P2	
12 Sat	12 Mon	12 Thu	12 Sun	12 Sun	12 Wed	12 Fri	U2 / P4	
13 Sun	13 Tue	13 Fri	13 Mon	13 Mon	13 Thu	13 Sat	U6 / P2	
14 Mon	14 Wed	14 Sat	14 Tue	14 Tue	14 Fri	14 Sun	Visu	
15 Tue	15 Thu	15 Sun	15 Wed	15 Wed	15 Sat	15 Mon		
16 Wed	16 Fri	16 Mon	16 Thu	16 Thu	16 Sun	16 Tue		
17 Thu	17 Sat	17 Tue	17 Fri	17 Fri	17 Mon	17 Wed	U4 / P4	
18 Fri	18 Sun	18 Wed	18 Sat	18 Sat	18 Tue	18 Thu	U2 / P2	
19 Sat	19 Mon	19 Thu	19 Sun	19 Sun	19 Wed	19 Fri	U6 / P4	
20 Sun	20 Tue	20 Fri	20 Mon	20 Mon	20 Thu	20 Sat	U4 / P2	
21 Mon	21 Wed	21 Sat	21 Tue	21 Tue	21 Fri	21 Sun	U2 / P4	
22 Tue	22 Thu	22 Sun	22 Wed	22 Wed	22 Sat	22 Mon		
23 Wed	23 Fri	23 Mon	23 Thu	23 Thu	23 Sun	23 Tue		
24 Thu	24 Sat	24 Tue	24 Fri	24 Fri	24 Mon	24 Wed	U6 / P2	
25 Fri	25 Sun	25 Wed	25 Sat	25 Sat	25 Tue	25 Thu	U4	
26 Sat	26 Mon	26 Thu	26 Sun	26 Sun	26 Wed	26 Fri	U2	
27 Sun	27 Tue	27 Fri	27 Mon	27 Mon	27 Thu	27 Sat	U6	
28 Mon	28 Wed	28 Sat	28 Tue	28 Tue	28 Fri	28 Sun	U4	
29 Tue	29 Thu	29 Sun	29 Mon	29 Wed	29 Sat	29 Mon		
30 Wed	30 Fri	30 Mon	30 Tue	30 Thu	30 Sun	30 Tue		
31 Sat	31 Sat	31 Wed	31 Wed	31 Fri	31 Fri	31 Wed		