

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

Annual Quality Assurance Report (AQAR) (2016 – 2017)

NSS COLLEGE, NILAMEL

Kollam



Submitted to



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year (*for example 2013-14*)

2016 – 2017

1. Details of the Institution

1.1 Name of the Institution

N.S.S.COLLEGE, NILAMEL

1.2 Address Line 1

N.S.S.COLLEGE, NILAMEL

Address Line 2

KOLLAM, KERALA

City/Town

NILAMEL

State

KERALA

Pin Code

691535

Institution e-mail address

nsscnilamel@yahoo.co.in

Contact Nos.

04742433346

Name of the Head of the Institution:

Dr.C Sunil Kumar

Tel. No. with STD Code:

04742433346

Mobile:

8136864847

Name of the IQAC Co-ordinator:

Dr.V.C.S.Kumar

Mobile:

9447019288

IQAC e-mail address:

nsscniqac@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

KLCOGN18828

OR

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)

1.5 Website address:

www.nsscnilamel.org

Web-link of the AQAR:

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	B	2.72	05/05/2014	04/05/2019
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

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

02/06/2014

1.8 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 : 21/12/2018
- ii. AQAR : 21/12/2018
- iii. AQAR _____ (DD/MM/YYYY)
- iv. AQAR _____ (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 ☒

(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 ☐

1.10 Type of Faculty/Programme

Arts ☒ Science ☒ Commerce ☒ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others (Specify)

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

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes

NA

Any other (Specify)

NA

UGC-COP Programmes

NA

2. IQAC Composition and Activities

2.1 No. of Teachers

7

2.2 No. of Administrative/Technical staff

1

2.3 No. of students

1

2.4 No. of Management representatives

1

2.5 No. of Alumni

1

2.6 No. of any other stakeholder and
community representatives

1

2.7 No. of Employers/ Industrialists

1

2.8 No. of other External Experts

1

2.9 Total No. of members

14

2.10 No. of IQAC meetings held

3

2.11 No. of meetings with various stakeholders:

No.

Faculty

2

Non-Teaching Staff Students

1

Alumni

0

Others

0

2.12 Has IQAC received any funding from UGC during the year? Yes

☐

No

☒

If yes, mention the amount

NA

2.13 Seminars and Conferences (only quality related)

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

Total Nos.

1

International

☐

National

☐

State

☐

Institution Level

1

(ii) Themes

Workshop cum seminar on soft skill development

2.14 Significant Activities and contributions made by IQAC

- Directions have been given to various departments for the preparation of departmental academic calendar.
- Directed the departments for the preparation of departmental action plan on the basis of academic plan thus prepared.
- The academic calendar and action plan prepared by each department is reviewed and necessary modifications are effected.
- IQAC has decided to give more importance to the feedback system.
- IQAC has given instructions to the departments for the organisation of several seminars, invited talks and workshops.
- IQAC has given necessary instructions to the departments for the celebration of important days.
- Teachers were initiated to attend orientation programmes and refresher courses.
- Directions are given to Physical Education Department for the speedy implementation of the project relating to the renovation of play ground.
- IQAC in association with the PTA has taken steps to improve the facilities of the class room.
- Directions are given to the Purchase Committee to submit a proposal for the purchase of computers in Computer lab and books and journals for the library.
- Directions are given to the Purchase Committee and Physical Education Department to purchase necessary sports equipments.
- Given directions to the research committee to publish a research journal.
- Necessary instructions are given to the departments for the improvement of academic results.
- Submitted a proposal to install CCTV in the college premises.
- Made significant contribution for improving teaching, learning and research.
- IQAC in association with the PTA has decided to organise Merit Day function in the College and give awards to outstanding students for their achievements in learning, sports and arts

2.15 Plan of Action by IQAC/Outcome

Plan of Action	Achievements
Issue guidelines to the departments for the preparation of a department level plan of action	Assisted all departments in their preparation of plan of action for the year 2016 – 17.
To improve infrastructure facilities	Construction of one class room and one laboratory was completed with the help of management aid.
To install CCTV in the campus	Installed 10 CCTV cameras in the college premises.

To improve the soft skills of students.	IQAC organised a one day seminar cum workshop for students on soft skill development.
To conduct seminars and invited talks	IQAC jointly with the research committee conducted seminars and series of invited talks.
Make the campus eco – friendly	Students were given awareness regarding the need of protecting nature and natural resources. Nature club took initiatives in planting tree saplings to make the campus green. Organised campaign to make the campus plastic free.
To assist the slow learners to improve their performance	As per the directions of IQAC each department conducted remedial coaching for improving the knowledge of slow learners.
To organise an induction programme for the first year students	IQAC took initiatives for conducting induction programmes for the first year students to make them aware of the various activities of the college under the banner “Know Your College”.
To conduct awareness programmes for the final year UG students	IQAC took initiatives to organise awareness programmes for the final year UG students regarding their Open course as well as research and research methodology for enabling them to do better in their end semester research project.
Monitoring and evaluating the performance of the teaching – learning activities.	Feedback for each subject is collected regularly and analysed, the findings of which are discussed with the departments.
Regular PTS meeting to be conducted by each department.	Directions are given by IQAC to all departments for the regular conduct of PTS at least once in every semester.
To improve research activities of the college.	Necessary instructions are given by IQAC

	to the research committee to encourage teachers to apply for projects and to publish a college level research journal.
Publications of student magazine and newsletters	Various departments prepared and published annual magazines and newsletters in their respective fields.
Coaching classes for competitive examinations	PG departments provided training programmes to MA and M Com students for NET and SET examinations.

** Attach the Academic Calendar of the year as Annexure.*

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 departmental representative is in charge of sending reports on a regular basis regarding their activity in order to facilitate data.
- The IQAC collects departmental documents and prepares AQAR for the relevant year.
- The AQAR is submitted to the Principal and College Council for discussion.
- The AQAR for the relevant period is submitted to the management for verification and approval.

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	1	NIL	-	-
PG	2	NIL	-	-
UG	11	NIL	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma				
Certificate				
Others				
Total	14			

Interdisciplinary				
Innovative				

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

The college offers 11 core courses, having duration of six semesters, twelve open courses and eleven elective courses in each programme at undergraduate level under the Choice Based Credit and Semester System offered by the University and two courses at postgraduate level under the Semester system. Also, the college has one Doctoral programme in Malayalam.

The structure of a first degree programme includes 1) Language Courses 2) Foundation Courses 3) Core Courses in the Major subjects related to Degree Programme 4) Complementary Courses on allied subjects 5) Open/Elective Courses and 6) Project. The college provides sufficient guidance and support and optimum academic flexibility for its students to enrich their skills based on their aptitude. A student is free to take any core subject and associated combination of Complementary Courses offered by the College on the basis of the eligibility criteria at the time of admission. A student is also free to select any Elective Course offered by the parent department during the 6th semester and any open course offered by other departments of the

college during 5th semester. In order to enrich the social commitment of students, club activities are incorporated in the 3rd and 4th semester of the UG programme. This is mandatory for all students for the successful completion of the programme.

The College Level Monitoring Committee for CBCSS programmes provides necessary information and directions to students regarding the provisions for core courses, elective courses, open courses and extension activities in an academic session. Further, the department level monitoring committee ensures that students get proper guidance from the faculty advisor regarding the suitability and usefulness of such Courses to increase the academic potential and opportunity/eligibility for higher studies.

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	13
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***

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

Yes , University of Kerala has revised the syllabus for graduate course in Chemistry.

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
51	44	9	NIL	NIL

2.2 No. of permanent faculty with Ph.D.

31

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
1	2							1	2

2.4 No. of Guest and Visiting faculty and Temporary faculty

5

-

-

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	8	30	14
Presented	8	8	1
Resource Persons			8

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

- ICT enabled learning and peer group teaching.
- Computer assisted visual teaching.
- Staging performances and dramatic presentations.
- Field and industrial visit to develop technical knowledge.
- Conducted reach out programmes for students of nearby schools.
- Quiz competition.
- Interactive learning through group discussion.

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

183

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

Open Book and oral Examinations

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

7	6	2
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2.10 Average percentage of attendance of students

88.85

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
Mathematics	46	43.48	21.74	-	-	65.22
Physics	26	42.28	23.1	-	-	65.38
Chemistry	27	18.51	37.04	-	-	55.55
Bio Chemistry	17	23.53	41.18	-	-	64.71
Botany	25	24	36	-	-	60
Zoology	28	25	50	14.29	0	89.29
Malayalam	52	9.62	11.54	1.92		23.08
English	34	24.2	45	-	-	69.2
History	50	2	50	4	-	56
Economics	55	-	30.9	-	-	30.9
Commerce	68	5.88	64.71	-	-	70.59
M A Malaylam	19	-	100	-	-	100
MCom	19	10.53	84.21	-	-	94.74

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

- IQAC monitored and documented all activities in the college including seminars, workshops, invited talks and observation of important days.
- Provided value based talks from resource persons to enhance the moral and social commitments of students.
- Distributed teachers' diary to all faculty members and insisted day to day maintenance of the same.
- Issued feedback forms to students to obtain their response regarding the performance of teachers

- Conducted soft skill development programme for the students.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	6
UGC – Faculty Improvement Programme	
HRD programmes	1
Orientation programmes	4
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	5
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	16			3
Technical Staff	1			1

Criterion – III

3. Research, Consultancy and Extension

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

- The IQAC in association with the research committee co-ordinates and promotes research activities in the institution.
- IQAC and research committee take initiative for encouraging faculty members to publish their works in various journals with ISSN and directed them to participate in various national and international seminars.
- The teachers are given directions to apply for major and minor research projects from various funding agencies.
- The students of the PG departments are given awareness programmes for their project works.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number		1		
Outlay in Rs. Lakhs		10.396		

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	2		
Outlay in Rs. Lakhs	1.30	2.05		

3.4 Details on research publications

	International	National	Others
Peer Review Journals		8	2
Non-Peer Review Journals			
e-Journals			
Conference proceedings		1	

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 : **NIL**

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (<i>other than compulsory by the University</i>)				
Any other(Specify)				
Total				

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 : NA

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

3.9 For colleges Autonomy CPE
INSPIRE CE DBT Star Scheme
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			9		8
Sponsoring agencies			KSCSTE, EMC		UGC/PTA

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 : NIL

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year: NA

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

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		1				

*CV Raman Fellowship sponsored by Govt of India.

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

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: **NIL**

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

- NSS and NCC volunteers participated in cleaning the roads and government hospitals.
- NSS organized medical camp and blood donation campaign.
- Seven days camp arranged by NSS in Chadayamangalam.
- Rallies were organized by NCC on awareness of traffic rules.
- Urjakiran, an energy conservation rally was organised by the Department of zoology.
- Conducted a seminar on Nano material in nearby Higher Secondary School.
- Students participated as volunteers in National Bio-diversity Congress.
- NSS collected lunch packets from students and distributed them to poor patients in hospital.

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	25 acres	NIL	-	25 acres
Class rooms	37	NIL	-	37
Laboratories	5	NIL	-	5
Seminar Halls	2	NIL	-	2
No. of important equipments purchased ($\geq$ 1-0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others	-	-	-	-

4.2 Computerization of administration and library :

- The office administration was partially computerised.
- The administrative office has three computers interconnected with VPN and Broad Band facility.
- Transfer certificates of students are issued online.
- Salary bills and pay particulars are generated through SPARK system as a part of e-governance.
- University examination procedures such as exam registration and submission of continuous evaluation are done online.
- The admission procedures are done online.
- The library is partially automated through computer network and GRANDHA SOFT software.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	38086	-	328	1,35,127.00	38414	
Reference Books	372	-	4	9,090.00	376	
e-Books						
Journals	20	20000	1	600.00	21	20,600
e-Journals						
Digital Database	1	5750			1	5750
CD & Video						
Others (specify)						
Total	38479		333	144,817.00	38812	

4.4 Technology up gradation (overall)

	Total Computer s	Computer Labs	Internet	Browsin g Centres	Compute r Centres	Offic e	Depart - ments	Othe rs
Existin g	45	21				3	21	
Added	9	4				3	2	
Total	54	25				6	23	

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

All the departments of the college have computers with internet facility. The centralized computer lab of the college provides access to students for web browsing and collection of e-learning materials. Apart from the centralized computer lab, the Department of Physics have their own computer lab with internet facility. Teachers of the college also make advanced use of ICT as part of the teaching learning process. Training is given to students with the help of the college librarian with regard to the use of e-databases like Inflibnet for project work, research and collection of e-learning materials for their course curriculum. As part of the syllabus, the Department of Mathematics provides training to their final year students in LaTeX, a research based type-setting software application.

4.6 Amount spent on maintenance in lakhs :

i) ICT	0.701
ii) Campus Infrastructure and facilities	0.45
iii) Equipments	0.238
iv) Others	0.6765
Total :	2.0655

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

A Coordinator was appointed at the beginning of the year 2016 – 17 to conduct two day awareness programme to newly admitted first year students under the banner “Know Your College”. In this Programme, the Coordinators of various support services such as NSS, NCC, ASAP, Women’s Study Unit, PTA, Walk With the Scholar, Library, CBCSS, Examination, CLMC, Anti ragging Cell, Student’s Grievances and Redressal Cell, etc interacted with first year students to create an awareness about the different curricular and co-curricular aspects of the college. Apart from these, College calendar is issued to all the students every academic year to convey information about the functioning and services rendered by the College.

5.2 Efforts made by the institution for tracking the progression

- Regular conduct of PTA meeting
- Regular conduct of Tutorial meeting.
- Regular record maintenance of the students.
- Collection and analysis of feedback from students.
- Conducting Remedial coaching and Student Support Programme regularly.
- Systematic functioning of Walk With a Scholar Programme.
- Conduct of invited lectures to provide more exposure.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1367	78	8	

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

No	%
361	24.85

Men

No	%
1092	75.15

Women

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
740	252	11	390	12	1405	784	255	14	400	5	1458

Demand ratio Dropout : 0.55 %

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

- Department of Commerce and Malayalam provide NET coaching classes to their students in connection with Career Guidance and Placement Cell.
- Department of Commerce provides training and resource materials to students for Bank Tests. Classes were taken by experts from various fields in this regard.
- Programmes were conducted for advanced learners from among students.

No. of students beneficiaries

265

5.5 No. of students qualified in these examinations

NET	4	SET/SLET	2	GATE		CAT	
IAS/IPS etc		State PSC	2	UPSC		Others	5

5.6 Details of student counselling and career guidance

- Hand on training programme on fabric painting was given to students.
- IQAC conducted a one day seminar on soft skill development.
- A counselling class was conducted by Women Study Unit as part of their women study unit activities.
- Regular conduct of tutorial meetings to track and address issues expressed by the students.
- The various departments of the College conducted several career guidance and counselling programmes for their students.

No. of students benefitted

274

5.7 Details of campus placement : NIL

<i>On campus</i>		<i>Off Campus</i>	
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed

5.8 Details of gender sensitization programmes

- Conducted a seminar on women empowerment under the auspices of the Women Study Unit.
- Conducted a talk to create gender awareness and the need for gender equality.
- Exhibition of short films as part of media club activities to create gender awareness

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

Sl. No	Scholarship	Number of students	Amount
1	Higher Education	13	1,80,000.00
2	Snehapoorvam	21	2,10,000.00
3	Suvarna Jubilee	29	2,90,000.00
4			

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:

- Problems regarding water shortage were taken care of.
- Toilets were repaired before the following academic year and dustbins were placed.
- Repaired fans and plug points.
- Fan and tube lights were installed in all class rooms.
- The faulty/malfunctioning public announcement systems/speakers of various departments were repaired.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision : The vision of the college is “quality education through academic excellence, skill development and character formation to produce socially committed citizens”.

Mission: The mission of the college is to provide value oriented and technology based intellectual training, to enable the students to compete in the present-day global scenario and to bring out morally upright and socially committed men and women who could contribute to the development of the nation.

6.2 Does the Institution has a management Information System

Yes. Every department, statutory body, various clubs and cells have a faculty in charge who works closely with the IQAC. Any information of significance is handed over to the faculty in charge through e-mail and they, in turn, deliver such information to the respective beneficiaries. The public addressing system is also used for conveying information to staff and students. The College hand book also plays an important part in the management information system by providing the parents and students an opportunity to contact respective members of the faculty and management.

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

6.3.1 Curriculum Development

The college is affiliated to the University of Kerala and follows the syllabus and curriculum framed by it. So there is limited flexibility regarding the development of programmes. However, suggestions and issues regarding the curriculum and syllabus are informed to the university through the board of studies members of the college.

6.3.2 Teaching and Learning

At the beginning of the academic year, the academic committee of the college prepares the academic calendar in tune with the university calendar. They are also in charge of preparing a master time table for the college. IQAC directs the departments to conduct seminars, invited talks and other activities for providing quality education.

Each department conducts meetings to prepare their own time table and academic calendar, discuss term-wise allocation of syllabus to teachers, and assign assignments and seminars to students. Faculty members prepare the lesson plan and it is periodically

monitored by the HODs to ensure the quality of teaching. To evaluate faculty members with regard to the teaching learning process, feedbacks are collected from students and parents and they are duly assessed and evaluated to take actions, if necessary. ICT tools are extensively used in class rooms both by the members of the faculty and the students.

Remedial, mentoring and tutorial classes are taken time-bound by each department. Submission of the monthly attendance of students to the Attendance committee is done at the close of every month and necessary actions are taken if any student is noticed to have shortage of attendance. A minimum of one PTS meeting is conducted by the departments every semester to discuss the performance of their wards as well as to discuss any matter that requires attention.

Class tests are conducted regularly and centralised internal examinations are conducted every semester, which are followed by the preparation of the continuous evaluation marks, which are published on the notice board prior to being uploaded on the university portal.

College library provides INFLIBNET facility for members of faculty and students which provides access to a large treasure of e-books and journals for academic reference. Books and periodicals are added to the college library every year.

To boost the curricular and co-curricular competence of the students, programmes like Walk with the Scholar, Student Support Programme and Additional Skill Acquisition Programme are conducted in accordance with the guidelines issued by the government of Kerala.

6.3.3 Examination and Evaluation

- An internal examination monitoring committee functions in the college to oversee the conduct of centralised internal examination in the course of every semester.
- The college level monitoring committee, departmental level monitoring committee and the faculty advisors in charge of the concerned courses are responsible for the continuous evaluation of students. Taking into consideration the regulations put forth by the university in this regard, they prepare the score sheets of students. According to the university mandate, they evaluate students on the basis of their performance in the internal examinations, seminars/assignments and percentage of attendance.
- In addition to the conduct of centralized internal examinations, the departments of the college also conduct class tests on a periodic basis to keep track of the progress of students.
- The end semester examinations are conducted by the University as per the University mandates.

- Teacher evaluation is done at the end of the academic year and this is done by collecting feedbacks from students through a formal feedback mechanism.

6.3.4 Research and Development

The College has a research committee working prudentially to encourage advanced learning and research among the teaching and learning community of the campus. The committee works under the leadership of Dr Lalu S Kurup, Assistant Professor, Department of Malayalam, who functions as its coordinator. The main aim of the committee is to promote the research activities of the college. The committee meets regularly to discuss the research status of the members of the faculty and to adopt necessary measures required to motivate the teaching community towards academic excellence.

The committee keeps track of the important dates for submitting various major and minor projects and encourage them to apply for the same. To inculcate the spirit of research among students, the committee takes initiatives to conduct orientation programmes to assist students in their preparation of academic projects and assignments. The Department of Malayalam and Commerce, being the PG Departments of the college, maintain close association with the research committee, and they jointly organize special sessions for PG students to improve the spirit of research among them. As a noteworthy achievement in this direction, The Department of Malayalam has published a journal “Malayala Sahithi Sahithya Gaveshana Samahitham” with ISSN 978 – 93- 81423 – 20 -2

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library

- College Library has 38479 books and subscribes 7 newspapers and 20 journals.
- Subscription of digital data base N List.
- Feedback is obtained from students and staff and their suggestions are duly considered to improve library services.

Physical infrastructure / instrumentation

- Departments are frequently contacted to ensure that the computers, its hardware and software components are in perfect working conditions. Necessary maintenances, if any, are done in a time-bound manner.
- Number of Desktop computers – 55, Printers – 13 and projectors – 12.
- Public Address Systems, chairs and White boards.
- Renovation of class rooms are done: infrastructure enhanced with more tube lights and fans. Electrical maintenances are done: issues regarding wiring are rectified.

6.3.6 Human Resource Management

- College Council, committees, various clubs, teaching and non-teaching staff associations working in the college provide moral and material support to all the activities of the college.
- The various clubs functioning in the college provide the teachers a platform to express and improve their leadership qualities.
- The participation of students in various club activities facilitates them with exposure and an opportunity to keep them informed of their social commitments.
- Non teaching staff participate in various aptitude training and skill development programmes for the upgradation of their skills and abilities to equip them for enhanced performance.
- Members of the teaching faculty are encouraged to dedicate valuable time for attending courses/conferences/workshops/training programmes etc. to expand their knowledge and to make respectable contributions to the academic canon.

6.3.7 Faculty and Staff recruitment

- Recruitments of staff are strictly done in compliance with the mandates of the UGC and the government.
- Guest teachers are recruited by the management by conducting interview at the college from the list of qualified candidates. The circulars and rules issued by the government in this regard are also obliged without exception.
- A Computer Assistant is appointed in the college with the assistance of the PTA.
- A staff working on the basis of daily wages is appointed with the financial support of the PTA for the proper upkeeping of the college premises.
- A Security staff is recruited with the help of financial assistance from the PTA.

6.3.8 Industry Interaction / Collaboration

The Entrepreneurship Development Club is instrumental in cultivating and developing entrepreneurship skills among the students. The ED club conducted skill enhancement workshops and arranged talks by prominent entrepreneurs for providing a sense of direction and motivation for the students.

6.3.9 Admission of Students

The admission of the students is made by the admission committee from the allotted list of students through centralised online allotment procedure of the University of Kerala. Accordingly, 50% of the seats are filled with students from the general merit, of which one seat goes to PWD category, if any applicants are present. 20% of the seats are reserved for SC/ST category, 20% for Management Quota and 10% for the Community merit quota as per government rules. There is also a provision to give admission to students having exceptional sports/games record, which comprises the sports quota.

6.4 Welfare schemes for

Teaching staff	Pension schemes, Provident Fund, Group Insurance Scheme, College canteen, Accidental Benefit Schemes, State Life Insurance, Festival allowance, Festival advance, Leave surrender benefits etc as per the norms of the Govt. of Kerala.
Non teaching	Pension schemes, Provident Fund, Group insurance, College canteen, Accidental Benefit Schemes, Festival allowance, Festival advance, Leave surrender benefits etc as per the norms of Govt of Kerala.
Students	Merit Scholarship by Central and State Governments, Prof. Gopakumaran Nair memorial endowment, KPCR fee concessions, Post metric scholarship, scholarship for person with disabilities, Students group insurance scheme, College canteen, Career guidance, Remedial coaching.

6.5 Total corpus fund generated

Rs 22,61,850.00

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	University	Yes	College Council
Administrative	Yes	Dy. D C E audit, Accountant General audit, Management	Yes	College Council

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes

Yes

☐

No

☒

For PG Programmes

Yes

☐

No

☒

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

NA

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

NA

6.11 Activities and support from the Alumni Association

Conducted department level alumni meeting.

6.12 Activities and support from the Parent – Teacher Association

- The College level PTA meets regularly to discuss and take into consideration the welfare of the students and to monitor the functioning of the college.
- Financial assistance is provided to students to help them participate in various competitions related to the university youth festival and other cultural activities.
- PTA provides financial assistance to Guest lecturers, Security staff, Cleaning staff, and a temporary Computer lab assistant.
- Department level PTA meets at least once in every semester to discuss the performance of students and adopt necessary measures if any regression is observed from the part of a student. Feedback mechanism is maintained and its assessment is taken into account for improving the teaching and evaluation process.

- In association with IQAC, the PTA has constituted endowments and prizes for both UG and PG students who excel in University Examinations and the same are awarded on the MERIT Day .
- In association with IQAC, the PTA has constituted endowments and prizes for students who exhibit talents in sports and other co-curricular activities.

6.13 Development programmes for support staff

- Support staff attended skills enhancement workshops to improve their aptitude and efficiency.

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

- To keep the Campus Clean, IQAC, NSS and NCC informed the students to bring lunch in their lunch boxes and avoid the use of non-biodegradable objects like plastic carry bags.
- In collaboration with the Forestry Department of the Government of Kerala, NSS and NCC units of the college planted more than 50 saplings during the academic year.
- Department of Botany has undertaken initiatives to conduct programmes under the scheme of Star Forest.
- Campus cleaning programmes are conducted frequently under the auspices of IQAC, NSS and NCC units to make the campus eco - friendly.
- In order to inculcate the principles of Swatch Bharath Mission, NCC units of the college organized “Pledge my support” programme for the students.

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.

- CARE(Charity, Adopting and Empathy, Responsibility) is a charity organisation, which collects donation from the kind and generous faculty of the college on a monthly basis and hand over the sum to those who need financial assistance for treating their ailments.
- A Friday clinic works in the college under the auspices of Bio Chemistry offering blood examination for random sugar and cholesterol for the staff and students of the institution

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

- Action plan has been issued to all the departments and the execution of the same has been monitored.
- CCTV cameras were installed in different areas of the campus as part of disciplinary measures.
- CCTV cameras were also installed in class rooms for the smooth conduct of University examinations.
- Meeting of departments were held in the presence of the Principal.
- As per IQAC guidelines, the research committee in association with various departments conducted seminars and invited talks.
- Conducted remedial classes for the benefit of slow learners and learners with disability.
- ASAP, SSP and WWS were continued following the regulations of the Higher education department.
- Rally was conducted by the department of Zoology for creating awareness on energy conservation.
- Rally was conducted by the NCC cadets for creating traffic awareness.
- IQAC conducted a soft skill development programme.
- To keep campus eco-friendly students were advised to bring their lunch in lunchboxes and the same has been strictly monitored.
- NSS and NCC of the college are also committed to the cause of environment and have taken several measures including Swath Bharath Abhiyan pledge to ensure Green Campus.
- Seminars and invited talks were organised.

- Know Your College programme has been conducted for first year students to introduce them to the various facets of the college.

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

- “Nanmakkoru Kaithangu” – A humble endeavour to sooth the call of hunger. The mission is carried out by collecting food packets from the students and staff of the college to help mitigate the hunger of the poor and the deprived, especially the poor patients in the primary health centre, Nilamel.
- CARE(Charity, Adopting and Empathy, Responsibility): A charity organisation, which collects donation from the kind and generous faculty of the college on a monthly basis to hand over the sum to those who need financial assistance for treating their ailments. It emerged from the idea: “helping hand towards a stretching hand”.

****Provide the details in annexure (annexure need to be numbered as i, ii,iii)***

7.4 Contribution to environmental awareness / protection

- NSS and NCC volunteers of the college have embarked themselves on a cleaning campaign, interacting with the local community to create awareness about the problems of non-biodegradable products like plastics and on the need to convert the community into plastic free zones.
- The volunteers of NSS and NCC units of the college have also planted more than 40 saplings as part of the campus green mission.
- As part of the Swach Bharat Mission, NSS and NCC volunteers took initiatives for cleaning the premises of the Campus.
- The college celebrated the World Environmental Day on 5th June 2016; the opportunity was used to create awareness among the students for the need of environmental protection.
- Quiz competitions were conducted as a part of the Environment Day and prizes were distributed to motivate the students.
- Environmental awareness programmes were initiated under the auspices of the Department of Botany.

- The department of Zoology has conducted an awareness programme on energy conservation under the title Urjakiran.
- In association with WWF India, department of Zoology conducted eco-audit to count the bird species in the campus.

7.5 Whether environmental audit was conducted? Yes ☒ No ☐

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

Strengths

- Supportive management.
- Highly qualified and committed faculty.
- Excellent hierarchy and institutional framework run by the Principal of the college.
- The presence of PTA that monitors, supports and provides valuable guidance in times of need.
- The working of Research Committee towards the maintenance of research oriented activities.
- Women study unit for the welfare of female students.
- The active presence of NSS and NCC in the campus.
- The provision of Computer lab, smart boards and ICT enabled teaching environment.
- The constitution of intra-collegiate organization called CARE towards social cause and commitment.
- The active coordination and working of the Physical Education Department.
- The conduct of periodical PTS meetings.
- Successful year after year track record of attaining university ranks.
- Timely dissemination of information relating to curricular and co-curricular matters.
- The remarkable presence of students in university sports and games teams.
- The institutional care and support towards female health and sanitation.
- Exposure provided to students in terms of seminars and invited talks.
- Healthy teacher-student relationship.
- Excellent academic results.

- Plastic free and green campus.
- Interactive teaching learning environment.

Weakness

- The shortage of PG and research departments.
- Lack of funding agency other than UGC for implementing various programmes.
- Lack of focused initiatives towards establishing institution industry interaction.
- Not utilizing the alumni up to the extent possible.
- The insufficient number of placement drive/campus recruitment for final semester students.
- Absence of hostel facility.

Opportunities

- The possibility of extending the service of the institution towards local community.
- The rural geographical location of the college can help towards the upliftment of the socially and financially backward community.
- The availability of research guides in the campus can boost research activities.
- Qualified hands with PhD offer the opportunity for the establishment of PG courses.

Challenges

- Infrastructure constraints.
- Shortage of technical staff.
- Students from mixed and poor background.
- Lack of sophisticated facilities for sports and games.

8. Plans of institution for next year

- Celebrating major events and days of importance.
- To cultivate awareness of folk literature and tradition among students, form a folklore club.
- An awareness programme among the students regarding the parliamentary democratic system in India.
- Publication of research journal.
- To create a model organic farm.
- Install a vending machine at ladies rest room.
- Know Your College programme for first year students.
- Conduct various seminars, invited talks at college level and state level.
- Conduct a workshop on ICT teaching and learning.
- Conduct extension activities and outreach programmes for the benefit of society.
- Conduct intercollegiate competitions in the college for various games.
- Conduct certificate courses.

Name : Dr Beena S



Co-ordinator
IQAC
N.S.S. College
Nilamel

Signature of the Coordinator, IQAC

Name : Madhusudanan Pillai K R



Principal
NSS College, Nilamel

Signature of the Chairperson, IQAC

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

Academic Calendar 2016-17**JUNE 2016**

01	Wednesday	College reopens
02	Thursday	
03	Friday	
04	Saturday	
05	Sunday	
06	Monday	
07	Tuesday	
08	Wednesday	
09	Thursday	Environmental day celebrations
10	Friday	Model examination for S ₄ UG
11	Saturday	
12	Sunday	
13	Monday	
14	Tuesday	International blood donation day celebrations
15	Wednesday	Last date of submission of CE for S ₄ UG
16	Thursday	
17	Friday	End semester examination S ₄ UG
18	Saturday	
19	Sunday	
20	Monday	
21	Tuesday	International Yoga day celebrations
22	Wednesday	
23	Thursday	
24	Friday	
25	Saturday	
26	Sunday	
27	Monday	Model examination for S ₂ (UG)
28	Tuesday	Model examination for S ₂ (UG)
29	Wednesday	Model examination for S ₂ (UG)
30	Thursday	Model examination for S ₂ (UG)

July 2016

01	Friday	Model examination for S ₂ (UG)
02	Saturday	
03	Sunday	
04	Monday	Model examination for S ₂ (UG)
05	Tuesday	

06	Wednesday	
07	Thursday	
08	Friday	
09	Saturday	
10	Sunday	
11	Monday	Commencement of classes S ₅
12	Tuesday	
13	Wednesday	
14	Thursday	
15	Friday	
16	Saturday	
17	Sunday	
18	Monday	End semester exam of S ₂ UG begins
19	Tuesday	Allocation of assignment topics to S ₅
20	Wednesday	Commencement of classes S ₁ UG
21	Thursday	
22	Friday	
23	Saturday	
24	Sunday	
25	Monday	
26	Tuesday	
27	Wednesday	
28	Thursday	
29	Friday	Allocation of topics of assignment of S ₁ UG
30	Saturday	
31	Sunday	

August 2016

01	Monday	
02	Tuesday	
03	Wednesday	
04	Thursday	Ramayana Dinacharanam and Ramayana Book exhibition
05	Friday	
06	Saturday	
07	Sunday	
08	Monday	Last date of submission of assignment of S ₅ UG
09	Tuesday	
10	Wednesday	
11	Thursday	
12	Friday	
13	Saturday	
14	Sunday	
15	Monday	

16	Tuesday	
17	Wednesday	Commencement of classes S ₃ UG
18	Thursday	
19	Friday	Last date of submission of assignment of S ₁ UG
20	Saturday	
21	Sunday	
22	Monday	World Mosquito day
23	Tuesday	
24	Wednesday	
25	Thursday	
26	Friday	
27	Saturday	
28	Sunday	
29	Monday	Allocation of topics of assignment of S ₃ UG
30	Tuesday	
31	Wednesday	

September 2016

01	Thursday	
02	Friday	
03	Saturday	
04	Sunday	
05	Monday	Teachers Day celebrations
06	Tuesday	
07	Wednesday	
08	Thursday	
09	Friday	Onam celebrations, college closed for onam vacation
10	Saturday	
11	Sunday	
12	Monday	
13	Tuesday	
14	Wednesday	
15	Thursday	
16	Friday	
17	Saturday	
18	Sunday	
19	Monday	
20	Tuesday	College open after onam vacation
21	Wednesday	Last date of submission of assignment of S ₃ UG
22	Thursday	
23	Friday	
24	Saturday	
25	Sunday	
26	Monday	

27	Tuesday	
28	Wednesday	
29	Thursday	
30	Friday	International ozone day celebrations 2016

October 2016

01	Saturday	
02	Sunday	
03	Monday	
04	Tuesday	
05	Wednesday	
06	Thursday	
07	Friday	
08	Saturday	
09	Sunday	
10	Monday	
11	Tuesday	Dr.Salim Ali Day 2016
12	Wednesday	
13	Thursday	
14	Friday	One day seminar-Department of Malayalam
15	Saturday	
16	Sunday	
17	Monday	World mental health day 2016
18	Tuesday	
19	Wednesday	
20	Thursday	
21	Friday	
22	Saturday	
23	Sunday	
24	Monday	
25	Tuesday	
26	Wednesday	
27	Thursday	
28	Friday	
29	Saturday	
30	Sunday	
31	Monday	One day seminar-Department of Malayalam

NOVEMBER 2016

01	Tuesday	
02	Wednesday	
03	Thursday	
04	Friday	
05	Saturday	

06	Sunday	
07	Monday	
08	Tuesday	
09	Wednesday	
10	Thursday	
11	Friday	One day seminar-Department of Economics
12	Saturday	
13	Sunday	
14	Monday	
15	Tuesday	One day seminar-International year of pulses 2016 ,Exhibition and Food fest
16	Wednesday	
17	Thursday	Model examination for S ₅ UG
18	Friday	
19	Saturday	
20	Sunday	
21	Monday	
22	Tuesday	
23	Wednesday	
24	Thursday	
25	Friday	Last date of submission of CE for S ₅ UG
26	Saturday	
27	Sunday	
28	Monday	
29	Tuesday	End semester examination of S ₅ UG starts
30	Wednesday	

December 2016

01	Thursday	
02	Friday	
03	Saturday	
04	Sunday	
05	Monday	
06	Tuesday	Model examination of S ₁ UG
07	Wednesday	
08	Thursday	
09	Friday	College union election
10	Saturday	
11	Sunday	
12	Monday	Model examination of S ₃ UG starts
13	Tuesday	
14	Wednesday	Energy conservation rally
15	Thursday	
16	Friday	

17	Saturday	
18	Sunday	
19	Monday	
20	Tuesday	
21	Wednesday	Commencement of classes for S ₆ UG
22	Thursday	
23	Friday	College closed for Christmas holidays
24	Saturday	
25	Sunday	
26	Monday	
27	Tuesday	
28	Wednesday	
29	Thursday	
30	Friday	
31	Saturday	

January 2017

01	Sunday	
02	Monday	
03	Tuesday	College reopens after Christmas holidays
04	Wednesday	
05	Thursday	
06	Friday	
07	Saturday	
08	Sunday	
09	Monday	End semester examination of S ₃ UG starts
10	Tuesday	End semester examination of S ₁ UG starts
11	Wednesday	
12	Thursday	
13	Friday	
14	Saturday	
15	Sunday	
16	Monday	
17	Tuesday	
18	Wednesday	
19	Thursday	
20	Friday	
21	Saturday	
22	Sunday	
23	Monday	
24	Tuesday	
25	Wednesday	
26	Thursday	
27	Friday	

28	Saturday	
29	Sunday	
30	Monday	Commencement of classes for S ₂ UG
31	Tuesday	

February 2017

01	Wednesday	
02	Thursday	
03	Friday	Commencement of classes for S ₄ UG
04	Saturday	
05	Sunday	
06	Monday	
07	Tuesday	One day seminar and merit day-Department of History
08	Wednesday	
09	Thursday	One day seminar-Department of commerce
10	Friday	
11	Saturday	
12	Sunday	
13	Monday	
14	Tuesday	Wetlands Day celebrations
15	Wednesday	
16	Thursday	
17	Friday	Quiz competition and essay competition as part of science day celebrations
18	Saturday	
19	Sunday	
20	Monday	Extension activity – department of Physics and Botany
21	Tuesday	Science day celebrations - seminar
22	Wednesday	Women's Day celebrations
23	Thursday	Anti drugs Day celebrations
24	Friday	
25	Saturday	
26	Sunday	
27	Monday	Urjakiran 2017, Work shop by Department of Biochemistry
28	Tuesday	College union inauguration

March 2017

01	Wednesday	Arts day
02	Thursday	Arts day
03	Friday	Arts day
04	Saturday	
05	Sunday	
06	Monday	

07	Tuesday	
08	Wednesday	
09	Thursday	
10	Friday	Campus bird count
11	Saturday	
12	Sunday	
13	Monday	
14	Tuesday	
15	Wednesday	
16	Thursday	
17	Friday	
18	Saturday	One day seminar-Department of Chemistry and Mathematics
19	Sunday	
20	Monday	Model examination of S ₆ UG starts
21	Tuesday	One day seminar-Department of Economics ,One day career oriented guidance programme, World Forest day celebrations
22	Wednesday	
23	Thursday	
24	Friday	
25	Saturday	World water day celebrations
26	Sunday	
27	Monday	
28	Tuesday	Last date of submission of CE for S ₆ UG
29	Wednesday	
30	Thursday	
31	Friday	

STUDENTS FEEDBACK

The college have a feedback technique for the evaluation of teachers, courses and institution. For collecting feedback a questionnaire is used and is distributed among the students. Discussion was conducted based on the information collected and prepared a report by the IQAC.

During the academic year 2016– 17, feedback was collected from the students, based on the prior instruction given to them. The rating is done on the basis of 10 attributes on four point scale (very good, good, satisfactory and not satisfactory)

In the process evaluation of courses are done on the basis of eight attributes on a four point scale.

The rating of institution is also done on the basis of 10 attributes on a four point scale.
