



## **YEARLY STATUS REPORT - 2021-2022**

### **Part A**

#### **Data of the Institution**

<b>1.Name of the Institution</b>		<b>M.E.S COLLEGE NEDUMKANDAM</b>
• Name of the Head of the institution		<b>Mr. ABDUL RASAK K</b>
• Designation		<b>PRINCIPAL INCHARGE</b>
• Does the institution function from its own campus?		<b>Yes</b>
• Phone no./Alternate phone no.		<b>04868232043</b>
• Mobile no		<b>9446824871</b>
• Registered e-mail		<b>mesndkm@gmail.com</b>
• Alternate e-mail		<b>iqac@mesnedumkandam.in</b>
• Address		<b>CHEMBALAM P O</b>
• City/Town		<b>NEDUMKANDAM</b>
• State/UT		<b>KERALA</b>
• Pin Code		<b>685553</b>
<b>2.Institutional status</b>		
• Affiliated /Constituent		<b>AFFILIATED</b>
• Type of Institution		<b>Co-education</b>
• Location		<b>Rural</b>
• Financial Status		<b>UGC 2f and 12(B)</b>

• Name of the Affiliating University		MAHATMA GANDHI UNIVERSITY, KOTTAYAM, KERALA			
• Name of the IQAC Coordinator		Dr. NISHAD K K			
• Phone No.		04868232043			
• Alternate phone No.		04868233060			
• Mobile		9907813589			
• IQAC e-mail address		iqac@mesnedumkandam.in			
• Alternate Email address		KKNISHADABU@GMAIL.COM			
3.Website address (Web link of the AQAR (Previous Academic Year)		<a href="http://mesnedumkandam.in/index.php/aqar/">http://mesnedumkandam.in/index.php/aqar/</a>			
4.Whether Academic Calendar prepared during the year?		Yes			
• if yes, whether it is uploaded in the Institutional website Web link:		<a href="http://mesnedumkandam.in/index.php/academic-calendar-2/">http://mesnedumkandam.in/index.php/academic-calendar-2/</a>			
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	B	2.38	2016	05/11/2016	04/11/2021
6.Date of Establishment of IQAC			05/06/2002		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NIL	NIL	NIL	NIL	NIL	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		
9.No. of IQAC meetings held during the year			2		

<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	Yes	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
Initiated skill oriented Certificate/Value added/ Add on programmes		
Initiated to integrate blended learning through providing institutional domain online learning platform. And learning management system (LMS)		
Organized faculty orientation program and students induction programs.		
Adopted a tribal village to organize coordinated program		
<b>12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>		
Plan of Action	Achievements/Outcomes	
College Hand book and calendar	Mr. Shamlal A Latheef was given the charge of compiling College Hand book and Calendar of the academic year. College Hand book and Calendar was published and circulated among students and staff	
Constitute academic and administrative bodies	Constituted Academic bodies and administrative bodies	
Induction and Orientation programmes	Conducted Student Induction Programme for newly joined students on 29/09/2021	

Teacher training	Conducted Teachers' Orientation Programme on 11/01/2022
Strengthening of Library facilities	? Implemented KOHA ILMS in campus ? Initiated plagiarism checking software (Urkund) services in association with the Central library Mahatma Gandhi University, Kottayam, Kerala
Collect the data for the AQAR submission to NAAC	Collected data from the concerned in the format prepared by IQAC. The same was compiled to prepare AQAR and submitted to NAAC
Infrastructure	Constructed the Ground floor of the new academic and administrative block.
Strengthening research Program	Submitted research program to the different research funding agencies. Faculty members published research articles in various journals and participated in workshops/conferences/symposiums . Organized the seminars, Webinars, workshops
Extension activities	Extension activities
Preparation of Policy documents	Prepared Institutional policy documents and approved by the principal
Civil service coaching Programme	Started a Civil Service Coaching Center for a going batch students
Strengthening training and placement	Started a value added programme on Professional skills to support students in placement drives
Students support	Conducted alumni meeting on 06/02/2022 and Alumni association formed. Obtained the registration.

<b>13. Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>				
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>					
<table border="1"> <tr> <td>Name</td> <td>Date of meeting(s)</td> </tr> <tr> <td><b>Staff Council</b></td> <td><b>14/12/2022</b></td> </tr> </table>		Name	Date of meeting(s)	<b>Staff Council</b>	<b>14/12/2022</b>
Name	Date of meeting(s)				
<b>Staff Council</b>	<b>14/12/2022</b>				
<b>14. Whether institutional data submitted to AISHE</b>					
<table border="1"> <tr> <td>Year</td> <td>Date of Submission</td> </tr> <tr> <td><b>2022</b></td> <td><b>Nil</b></td> </tr> </table>		Year	Date of Submission	<b>2022</b>	<b>Nil</b>
Year	Date of Submission				
<b>2022</b>	<b>Nil</b>				
<b>15. Multidisciplinary / interdisciplinary</b>					
<p>In view of National Education Policy 2020, the institution has initiated a discussion among the faculty members through IQAC and the intellectual forum of the college on the key aspects of the National Educational Policy in higher education such as multi-disciplinarity, proposed course structure, industry-academia linkage, pedagogy with technological incorporation, etc. M. E. S. College Nedumkandam is an affiliate college of Mahatma Gandhi University, Kottayam. Therefore, we adopt the curriculum and syllabus designed by the university for all the programmes. The curriculum for all academic programmes is comprised of multidisciplinary and interdisciplinary optional courses that students have the flexibility to choose from. In addition to this, the institution provides open courses in all of its programmes, giving students the greatest amount of freedom to select elective courses offered by various departments. We also offer a vocational degree programme in Applied Accounting and Taxation with multiple entry and exit options in the first, second, and third years of undergraduate study. Through the research forum, the institution encourages researchers to conduct research in various multidisciplinary areas and creates an innovation ecosystem.</p>					
<b>16. Academic bank of credits (ABC):</b>					
<p>M E S College Nedumkandam is an aided college affiliated with Mahatma Gandhi University, Kottayam, and the implementation of the Academic Bank of Credit (ABC) will depend upon the regulations and guidelines provided by the university. The college follows the Choice-Based Credit System (CBCS) as per the regulation provided by Mahatma Gandhi University, Kottayam. The university has taken steps</p>					

to address the ABC. MES College Nedumkandam shall abide by the curriculum and programme structure provided by the affiliating university. The institution encourages the faculty members to design a student-centric pedagogical approach for a high-impact teaching and learning process.
<b>17.Skill development:</b>
MES College Nedumkandam promotes vocational education by providing one vocational undergraduate degree programme (B Voc) in Applied Accounting and Taxation and three other UG programmes (BSc Physics, Chemistry, and B Com) with vocational courses respectively with 28, 28 and 16 credit credit out of a total of 120 credits. The B.Voc. programme is introduced in accordance with the National Skill Qualification Framework (NSQF). The programme structure adheres to the UGC guidelines for vocational degree programmes with multiple entry and exit options and specific job roles as specified in the NSQF. The institution is also envisioned as a centre of value-based education to inculcate positivity among the learners through its various activities. The Department of English's Communication Skill Development Programme and Interactive English Programme are aimed at improving students' communication skills. The institution also conducts various value-based courses to ensure various skills, such as life skills and professional skills.
<b>18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)</b>
MES College Nedumkandam ensures the learning of Indian languages like Hindi and Malayalam in all of its undergraduate programs, and this has already been incorporated into the curriculum. In all programs, students are permitted to learn and write the examination in regional languages to get the maximum credit points. The common English and second language courses–Malayalam and Hindi–sensitize the students towards Indian culture and aesthetics. The institutional library has collections of books in various Indian languages, which circulate among the students. Field trips and study tours to heritage places, museums, and other cultural institutions help students appreciate their culture and traditions. The institution is also making ongoing attempts to preserve the regional tribal language of the Mannan people, a tribe in Kerala that has an official king as their chief.
<b>19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):</b>
MES College Nedumkandam has taken a step towards Outcome Based Education (OBE) by clearly stating the programme outcomes (POs), Programme Specific outcomes (PSOs), and Course Outcomes (COs). PSOs

and COs are stated on the basis of the curriculum provided by the affiliated university. The POs and PSOs are designed to align with the vision and mission of the institution. Faculty development programmes are also conducted to design the COs by considering the cognitive level of learning based on the Blooms taxonomy. The institution has also taken steps towards pedagogical restructuring and assessment practices to ensure higher-order learning.

## 20.Distance education/online education:

NEP emphasises integrating technology at all levels in the field of education. Therefore, our institution has taken special measures to restructure the teaching and learning process by incorporating blended learning practices. Different technological tools, such as institutional learning management systems (LMSs), Moodle, Google Classroom, Zoom, and other various learning and assessment aids, are used to support teaching and learning practices.

## Extended Profile

### 1.Programme

1.1	334
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 2.Student

2.1	1117
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2	117
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	390
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1	71
Number of full time teachers during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
3.2	71
Number of sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	42
Total number of Classrooms and Seminar halls	
4.2	52.13
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	136
Total number of computers on campus for academic purposes	
<b>Part B</b>	
<b>CURRICULAR ASPECTS</b>	
<b>1.1 - Curricular Planning and Implementation</b>	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
MES College Nedumkandam follows the curriculum and syllabus of	

Mahatma Gandhi University with which the college is affiliated with. In order to ensure effective content delivery, the institution has developed a structured and effective Planning-Execution-Evaluation (PEE) method. The college functions on a well-planned institutional level academic schedule, Programme outcome (POs) and action plan and each department prepares its academic schedule and an action plan covering all curricular and curricular extension activities. In addition, all individual teachers prepare a teaching plan for each course in order to make the content delivery in the classroom a fruitful one. A well-thought-out strategy and its effective classroom execution under the constant monitoring of the heads of each department and the institution head prove the success. Besides traditional teaching-learning approaches, the college practices innovative and unique way of content delivery of the curriculum through systematic teaching-learning with strict adherence to the well-prepared lesson plan, preparation of E-learning material, flipped method of teaching-learning process and ICT-enabled learning practices. More than that, the college promotes participatory learning through group discussion, role play, quizzes, assignments, seminars, brainstorming, case study analysis etc. The college conducts Bridge courses for the fresh students, Remedial teaching for the weak, and Special Support programs for the slow learners. Peer-teaching and Project-based learning is also used to enhance effective content delivery.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="http://mesnedumkandam.in/wp-content/uploads/2020/02/1.1.1-Curricular-delivery.pdf">http://mesnedumkandam.in/wp-content/uploads/2020/02/1.1.1-Curricular-delivery.pdf</a>

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

For every academic year, the institution prepares an academic calendar based on the academic calendar of the Mahama Gandhi University Kottayam, Kerala. The detailed academic and other institutional activities like Arts Day, Sports Day, College Day, and the expected the time schedule of each internal exams are incorporated in this academic calander . This prepared academic calander publish in the website and also share to students and teachers by all other means. Each department of the institution strictly adheres to the college academic calendar for the conduct, evaluate and publish the result of internal examinations. University

regulations and notifications are followed for all internal evaluation related matters.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="http://mesnedumkandam.in/index.php/academic-calendar-2/">http://mesnedumkandam.in/index.php/academic-calendar-2/</a>

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.**  
**Academic council/BoS of Affiliating University**  
**Setting of question papers for UG/PG programs**  
**Design and Development of Curriculum for Add on/ certificate/ Diploma Courses**  
**Assessment /evaluation process of the affiliating University**

**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## **1.2 - Academic Flexibility**

**1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**

**1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

**15**

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 1.2.2 - Number of Add on /Certificate programs offered during the year

#### 1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

7

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

### 1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

466

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

#### 1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The college inculcates values on gender, professional ethics, environmental consciousness, humanistic principles and sustainability through effective implementation of curricular and co-curricular activities. Ecologically sensitive and sustainability issues integrated into the curriculum of all UG programmes enable the students to be alert. Seminars, workshops, symposiums and observation of days of importance—Environment Day, Earth Day, and Water Day instil in them the importance of environmental conservation.

The NSS unit of the college aims at bringing holistic development in students as an individual with social awareness and consciousness by adopting diverse socially committed initiatives. Environment day was celebrated on 5th June by planting 100 saplings in and around the

college premises. The entire campus is declared plastic-free.

Scaffolding to the Abandoned—a department of Commerce initiative provides lunch for the inhabitants of Akaashaparava, an asylum of the destitute at Nedumkandam, on all Thursdays and supports them with clothing and financial aid on festivals and celebrations.

UNAI (United Nations Academic Impact) nourishes social skills among students through myriad activities. A Centre for Sustainable Development was started under the auspices of UNAI to address the acute water shortage in the region and introduced innovative irrigation and fertigation methods to the cardamom cultivators in the vicinity of the college.

Women's Forum functions within the campus to address and enlighten students on gender, women empowerment and rights.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

### 1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

16

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Institutional Data in Prescribed Format	<a href="#">View File</a>

<b>1.3.3 - Number of students undertaking project work/field work/ internships</b>	
365	
File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>
<b>1.4 - Feedback System</b>	
<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	<b>A. All of the above</b>
File Description	Documents
URL for stakeholder feedback report	<a href="http://mesnedumkandam.in/index.php/feedback/">http://mesnedumkandam.in/index.php/feedback/</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>A. Feedback collected, analyzed and action taken and feedback available on website</b>
File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="http://mesnedumkandam.in/index.php/feedback/">http://mesnedumkandam.in/index.php/feedback/</a>
<b>TEACHING-LEARNING AND EVALUATION</b>	
<b>2.1 - Student Enrollment and Profile</b>	
<b>2.1.1 - Enrolment Number Number of students admitted during the year</b>	
<b>2.1.1.1 - Number of students admitted during the year</b>	

378

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**

**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

178

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## **2.2 - Catering to Student Diversity**

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Based on the classroom interaction, Tutors observation, Continuous Internal Assessment, Students intake academic score teachers of the college and Class tutors identify advanced learner and slow learner students from each class and special mentoring is provided for them. The best academically performing or an advanced learner students are also divided into small groups of five or six students and ensure the mentoring to their career advancement under the Walk With Scholar [WWS] scheme. In this scheme , mentoring process is indented to develop the skills of mentees such as employability skills , communication skills , initiative and enterprise , continuous and lifelong learning orientation , attitude and confidence , self management-planning and Organizing , General awareness , Adaptability and Flexibility. The Career Guidance Cell established in the college has taken the target of effective capacity building among undergraduate students as the need of the hour. Guidance and placement cell organised various activities for students with specific goals of capacity building.

The slow learner students are also divided into small groups of five or six These small group of mentees are assigned to a faculty mentor

and special mentoring session will conduct under Scholar Support Program [SSP] . These students get subject learning assistance as well as learning skill practices. Special mentoring session also conduct for language leaning with the support of well trained mentors. Every department organize remedial classes for slow learners in which teachers will be able to get one to one attention to students for solving their problem.

File Description	Documents
Paste link for additional information	<a href="http://mesnedumkandam.in/index.php/wws/">http://mesnedumkandam.in/index.php/wws/</a> , <a href="http://mesnedumkandam.in/index.php/civil-service-forum/">http://mesnedumkandam.in/index.php/civil-service-forum/</a> , <a href="http://mesnedumkandam.in/index.php/placement-cell/">http://mesnedumkandam.in/index.php/placement-cell/</a>
Upload any additional information	No File Uploaded

### 2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1117	72

File Description	Documents
Any additional information	<a href="#">View File</a>

## 2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Mahatma Gandhi University, Kottayam designed their curriculum with an emphasis on imparting the education through the active involvement and participation of students. Since different students have different types of preferred learning styles and variable absorbing capacity, the college also gives a special emphasis on the student's centric approach in teaching learning practices. To increase the impact of teaching learning process, teachers make classes as interactive as possible through various methods like discussion, problem solving, etc.

Each students has to face Viva-voce or Written Assignments that are required to be submitted as part of their internal assessment. It also increases the students direct involvement in teaching learning practices and thereby enhances their confidence in self learning and

presenting the idea.

The curriculum delivery mechanism also implemented through the industrial Visits/ Field Trips /Study Tour that provide opportunities for experiential and participatory learning.

Seminars, group discussions, and other curricular and extra-curricular activities conducted by the departments, NSS, NCC, auxiliary clubs and forum also create an environment for the students to participate and learn.

Students involvement in students union and other statutory and non-statutory committee in the college is an excellent initiative in developing the skill of decision making and leadership.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://mesnedumkandam.in/index.php/student-support/">http://mesnedumkandam.in/index.php/student-support/</a>

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Teachers at MES College Nedumkandam use projectors installed in classroom, seminar hall and conference hall as major ICT tool effective teaching learning practices. High speed Wi fi connection in the campus also support the use of ICT tools. Almost all the teachers use ICT tools for teaching, examination, and assignments, practical, project etc. In order to familiarize the use of ICT tools and online education tools IQAC conduct orientation programme for students and teachers in the beginning of every academic year. Online version of the classes engaged by the teachers of our college with Google for Education platform which is subscribed from Google that provides independently customizable versions of several Google products in the institutional domain. Teachers use this platform for organizing the content, live classes, assessments, evaluation etc. Apart from this Virtual lab are used to conduct practical in the departments and physics The PPTs are enabled with animations and simulations to improve the effectiveness of the teaching- learning process. Recorded lecture contents using various application and made available in online for future referencing. YouTube, WhatsApp and Emails platforms also use to share the content and make announcements

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

**2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )**	
**2.3.3.1 - Number of mentors**	
**39**	
File Description	Documents
Upload, number of students enrolled and full time teachers on roll	[View File](#)
Circulars pertaining to assigning mentors to mentees	[View File](#)
Mentor/mentee ratio	[View File](#)
**2.4 - Teacher Profile and Quality**	
**2.4.1 - Number of full time teachers against sanctioned posts during the year**	
**72**	
File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File](#)
Any additional information	[View File](#)
List of the faculty members authenticated by the Head of HEI	[View File](#)
**2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**	
**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**	
**13**	

File Description	Documents
Any additional information	<a href="#">View File</a>
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	<a href="#">View File</a>

### 2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

#### 2.4.3.1 - Total experience of full-time teachers

366.5

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

### 2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The institution follows a Continuous Internal Evaluation (CIE) system based on the regulation prepared by Mahatma Gandhi University, Kottayam. The CIE system in the institutional level consist a predetermined transparent system involving periodic written tests, attendance, viva-voce, seminars, and assignments/records of Lab skill. The following prerequisites measures have taken before the internal evaluation of the students.

- We maintain a well-organized Attendance Recording system in which attendance of each hour is recorded in the Attendance Register followed by a consolidation in every month and at the end of each semester.
- All the students have been assessed by two or more internal examination and their results are published timely.
- Viva-Voce is used to conduct on each chapter or at the end of the semester.
- All the students are given assignments and seminars. Some

teachers use some modern tools such as e-submission, video seminars, PPT presentation etc.

- It has been verified and ensured that every student has done the minimum number of practical experiments given to him and submit their practical records timely
- It has been verified and ensured that every students has done an innovative and relevant project work and submitted their project report on time

To ensure transparency, all students are asked to sign the internal mark sheet before it is finalized and submitted to the university.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://mesnedumkandam.in/index.php/evaluation/">http://mesnedumkandam.in/index.php/evaluation/</a>

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

In order to address the Internal Examination related grievance of students, a well structured three-level Grievance Redressal mechanism is envisaged. A student can approach the upper level only if grievance is not addressed at the lower level.

**Level 1: Department Level:-** The Department cell chaired by the HOD, Department Coordinator, Faculty Advisor and Teacher in-charge as members.

**Level 2: College level:-** A Grievance Redressal Committee has constituted with the Principal as Chairman, College Coordinator, HOD of concerned Department and Department Coordinator as members

**Level 3: University Level** A Committee constituted by the Vice-Chancellor as Chairman, Pro-Vice-Chancellor, Convener - Syndicate Standing Committee on Students Discipline and Welfare, Chairman Board of Examinations as members and the Controller of Examination as member-secretary

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://mesnedumkandam.in/index.php/evaluation/">http://mesnedumkandam.in/index.php/evaluation/</a>

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

In order to ensure the effective practice of Outcome based Education (OBE), the programme outcome, programme specific outcome and course outcomes stated and communicated well with teachers, students, industry partners etc. MES College Nedumkandam is running Undergraduate (UG) and Post graduate programme (PG) for the students. Separate programme outcomes were framed for UG and PG programme as general graduate attributes that students graduating from a programmes should be able to do. However each programme has specific outcomes as result of overall knowledge, skill and competences acquired by the graduates of a specific programme. COs also stated as, what students should be able to do at the end of each course.

All the framed POs, PSOs and COs are displayed in the website and link is given below

Link for POs: <http://mesnedumkandam.in/index.php/po/>

Link for PSOs: <http://mesnedumkandam.in/wp-content/uploads/2021/01/PSO-Consolidated.pdf>

Link for COs: <http://mesnedumkandam.in/index.php/co/>

POs and PSOs are used to share and explained to the students during the induction programme so that the fresher students get crystal clear understanding about the various programme outcomes.

COs of each course are shared to the students in the beginning of the each semester by the individual teachers and tutors.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="http://mesnedumkandam.in/index.php/poco/">http://mesnedumkandam.in/index.php/poco/</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

## 2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Program Outcomes (POs), Program Specific Outcomes (PSOs) and Course Outcomes (COs) for all academic programs offered by MES college Nedumkandam have been uploaded in the college website. These as stated outcomes are directly integrated with the curriculum of MG University Kottayam and with the institutional vision and mission. The curriculum delivery, curricular extension and extracurricular activities by the college, department, clubs and forum are planned according to attain these outcomes. Collage

College has set up an mechanism to evaluate the attainment level of the as stated COs, PSOs and PO by individual teachers, department and the college as whole. This mechanism consist a three tier evaluation process. 1) CO achievement evaluation by the individual course by each teachers based on the continuous internal evaluation process including internal examinations, assignments, seminar, project work, viva and seminars. This strategy facilitates the continuous observational and monitoring of the students progression in the attainment of the course outcome. Each programmes offered in each departments have certain set of stated Program specific outcome. A matrix mapping methods between COs and PSOs based on the as pre-prepared weightage criteria leads to evaluate whether the PSOs attained or not. College also conduct University level external examination which also taken as the criteria for evaluation of the attainment of PSOs.

The other parameters use to evaluate the COs, PSOs and POs are internal examinations, assignments, seminars, project & viva, result analysis, feedback etc

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="http://mesnedumkandam.in/index.php/outcome-attainment-mechanism/">http://mesnedumkandam.in/index.php/outcome-attainment-mechanism/</a>

### 2.6.3 - Pass percentage of Students during the year

#### 2.6.3.1 - Total number of final year students who passed the university examination during the year

139

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="http://mesnedumkandam.in/wp-content/uploads/2020/02/6.3.4-IQAC-Report-Summary.pdf">http://mesnedumkandam.in/wp-content/uploads/2020/02/6.3.4-IQAC-Report-Summary.pdf</a>

### 2.7 - Student Satisfaction Survey

#### 2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<http://mesnedumkandam.in/index.php/students-satisfactory-survey/>

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

##### 3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

##### 3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

16

File Description	Documents
Any additional information	<a href="#">View File</a>
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

### 3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

#### 3.1.2.1 - Number of teachers recognized as research guides

3

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

### 3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

#### 3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

2

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="https://www.serbonline.in/SERB/Tare">https://www.serbonline.in/SERB/Tare</a>

### 3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

MES College Nedumkandam has an innovation and Entrepreneurship Development Cell (IEDC) as part of flagship initiative of Kerala

startup mission to promote innovation and entrepreneurship among the student. College has also created ED Club under the department of Industries and Commerce, Gvt of Kerala and Institutional Innovation Council (IIC) for promoting innovation and entrepreneurship activities.

The college has constituted a research forum to support and monitor research and innovation activities in the college. The research Council facilities and provides necessary guidance to the faculties in submitting research proposal to the various funding agencies. College also builds a pool of mentors to identify access and track future innovators under the specially designed scheme Young Innovators Programme (YIP) under the Kerala Development and Innovation Strategic Council (K-DISC).

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://mesnedumkandam.in/index.php/ed-club/">http://mesnedumkandam.in/index.php/ed-club/</a>

### 3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

#### 3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

15

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

#### 3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

##### 3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

1

File Description	Documents
URL to the research page on HEI website	<a href="http://mesnedumkandam.in/index.php/research/">http://mesnedumkandam.in/index.php/research/</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

#### 3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

7

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

### 3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

#### 3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

2

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

College has organized different 19extention activities through various clubs and departments, NSS, NCC etc in the nighber community to sensitize students to social issues for the holistc

development. The coordinators of NCC, NSS and other auxiliary clubs and forums, departments heads have been giving due attention to ensure full participation of students in these programs. These programs visibly ended in high impact as the willful participation of students in rebuilding broken social order owing to natural calamities, epidemics, domestic violence, use of narcotics, child abuses etc... All clubs and forums such as Pain and Palliative Care Unit, Anti Ragging Cell, Women's Forum, Anti Drug Cell, Natural Club, NSS, NCC and all departments actively indulged in social activities. Through these activities the college could build a wide number of students having high quick responds capacity in formulating social remedies on social causes. In addition to this, these community extension activities also developed community relation, organizing skill, leadership quality, confidence etc in students community.

File Description	Documents
Paste link for additional information	<a href="http://mesnedumkandam.in/wp-content/uploads/2020/02/3.4.3_-Extensiton-Activity-report.pdf">http://mesnedumkandam.in/wp-content/uploads/2020/02/3.4.3_-Extensiton-Activity-report.pdf</a>
Upload any additional information	<a href="#">View File</a>

### **3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year**

#### **3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year**

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

### **3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year**

#### **3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry,**

**community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

**19**

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

**3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**

**3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

**322**

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**3.5 - Collaboration**

**3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year**

**3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year**

**7**

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

### 3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

#### 3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

9

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The institution has sufficient infrastructural facilities such as classrooms, Laboratories, Seminar hall, Conference room, ICT enabled Classroom, Library, Computer network etc to carry out various academic activities. The Details of infrastructure facilities for teaching-Learning process are tabulated below.

College consists of 41 numbers of classrooms. Among these 12 are ICT enabled classroom with LCD projector facilities. The whole campus is supported with Wi-Fi facilities. Departments are equipped with desktops, laptops, internet facility and printers. The college also consisted of 7 laboratories with adequate equipment and facilities. Physics department has General Physics, Electronics and Computational Physics Laboratories. Department of Computer science

maintains two computer labs. In addition to this, there is a hybrid computer laboratory with 25 computers in commerce department. Department of chemistry has well furnished chemistry lab to support the study of industrial chemistry.

The institution has a well furnished library complex with 15339 numbers of books, a good collection of reference books as well as e-journals and other paid services. The library is consists of separate reading room section for students and staff. The internet browsing center in the library also provides the ICT facilities.

The college has two hostels for girls students and provide a dormitory facility to the non teaching staff. The college has a Canteen which provides quality food at a reasonable rate In order to provide the necessary study materials there is a cooperative Store inside the college

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://mesnedumkandam.in/wp-content/uploads/2020/02/4.1.1_compressed-1.pdf">http://mesnedumkandam.in/wp-content/uploads/2020/02/4.1.1_compressed-1.pdf</a>

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

MES College Nedumkandam has good infrastructural facilities for cultural activities, sports and games etc. Large numbers of students have participated and marked achievements in University, State and National level competitions.

**Open Auditorium:** The open auditorium with a wide fixed open gallery is the main venue for organizing annual functions and cultural activities. There is a cultural forum lead by faculty coordinator with elected students representatives who organize various cultural activities and sent students to different events organized by University.

**Play ground:** MES College Nedumkadam has a green playfield which is capable to use as 400m athletic track and football field. This is also used for practicing Cricket. In addition we have one volleyball court, one badminton court, cricket nets, Khoko ground and judo mats. All the sports activities in the college are carried out under the supervision of departments of Physical Education with elected

students representatives. Department of Physical education provide essential sports equipments to students and staff for playing Football, Cricket, Volley ball, Badminton etc.

**Gymnasium:-** College has a separate gymnasium equipped with Bench press Bench, twister, dumbbells, barbells, squat stand, gym ball, treadmill, cross trainer, yoga mat and abdomen exerciser etc.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://mesnedumkandam.in/index.php/auditoriu">http://mesnedumkandam.in/index.php/auditoriu</a> <a href="#">m/</a>

#### 4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

14

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://mesnedumkandam.in/wp-content/uploads/2020/02/4.3.1-ICT-report_compressed.pdf">http://mesnedumkandam.in/wp-content/uploads/2020/02/4.3.1-ICT-report_compressed.pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

##### 4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

79.9

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

### 4.2.1 - Library is automated using Integrated Library Management System (ILMS)

College Central Library is automated using EMBASE Pro Suit integrated campus software. This software has a library module which includes adequate menus for the integration all operations of Central Library. Those who sought admission as a student and those who joined as a faculty in the college automatically became the user of the Central Library. Routine operations like circulation, serials attendance, updates of library statistics, gate registry are functioned with the help EMBASE Pro Suit. Required alterations to add automatic assigning of call number and , stock verification is under construction. The software has a web opac which ensure remote searching library materials. Changes will be done to avail the link of software in the website of central library.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="http://mesnedumkandam.in/mesLibrary/">http://mesnedumkandam.in/mesLibrary/</a>

### 4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

#### 4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

##### 4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

2.7371

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

#### 4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)

##### 4.2.4.1 - Number of teachers and students using library per day over last one year

70

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

##### 4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

MES College continuously strive to provide and update the adequate IT facilities to improve the impact of teaching learning process. There are different digital soft and hard technological facilities to support IT enabling inside the college. There are 14 smart classrooms, one digitally equipped seminar hall and one ICT enabled conference hall available in the college. College also has three computer labs and a separate hybrid computer laboratory. There is a browsing center in the college library consisting 12 computers which are accessible to whole students. Browsing center provide software support facility for browsing to divyangaan students. Browsing center also provide the facilities like scanning, printing and photocopying to manage and organize the digital resources. In addition to this, one of these laboratories is upgraded and equipped with required software support as language lab for language

learning.

MES College is Wi- Fi enabled campus and there is internet connection with 40 Mbps speed. All the departments are provided with internet facility. All labs are enabled with internet connectivity. Hybride computer lab has separate internet connection through leased line with 0 Mbps speed.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://mesnedumkandam.in/wp-content/uploads/2020/02/4.3.1-ICT-report_compressed.pdf">http://mesnedumkandam.in/wp-content/uploads/2020/02/4.3.1-ICT-report_compressed.pdf</a>

#### 4.3.2 - Number of Computers

136

File Description	Documents
Upload any additional information	<a href="#">View File</a>
List of Computers	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

##### 4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

##### 4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

17.24

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The institution has well knit policies and procedures for the maintenance and utilization of physical, academic and support facilities. The requirements from the departments for the maintenance of physical facilities received twice a year are met with proper monitoring. The Committee on Maintenance meets at regular intervals and annual Maintenance Contracts are signed with the firms for the maintenance. Laboratories are well maintained with strict compliance to the policies and procedure to avoid wastage of funds. The laboratory staff members are given adequate in-house training to ensure proper and judicious use of laboratory equipments. The Library committee is functioning properly. The librarian submits the list of books and e-books to be purchased. The funds from the Government and Management are reasonably utilized with adequate monitoring by the College Management. The staff council, the statutory body of the college with Principal as chairman, and all heads of various departments with two elected teachers' as members prepares and renders guidelines to enhance the academic support facilities and analyses the function intermittently. The department of Physical Education enhances the facilities in sports. Sports equipments are purchased annually as per the requirements. The Gymnasium for boys and girls in the hostel is properly managed. Facilities in the Computer laboratory are updated regularly with timely maintenance. The class rooms are also maintained properly.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://mesnedumkandam.in/wp-content/uploads/2020/02/4.4.2-Maintenance-and-Operation-Policy-MOP.pdf">http://mesnedumkandam.in/wp-content/uploads/2020/02/4.4.2-Maintenance-and-Operation-Policy-MOP.pdf</a>

<b>STUDENT SUPPORT AND PROGRESSION</b>	
<b>5.1 - Student Support</b>	
<b>5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year</b>	
<b>5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year</b>	
<b>348</b>	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>
<b>5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year</b>	
<b>5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year</b>	
<b>237</b>	
File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>
<b>5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills</b>	<b>A. All of the above</b>

File Description	Documents
Link to Institutional website	<a href="http://mesnedumkandam.in/">http://mesnedumkandam.in/</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

**5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

521

**5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

521

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

27

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 5.2.2 - Number of students progressing to higher education during the year

#### 5.2.2.1 - Number of outgoing student progression to higher education

64

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

### 5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

**5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year**

1

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

**5.3 - Student Participation and Activities**

**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year**

**5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

14

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )

The institution has a formally elected Student Council that conducts the student's union election on the basis of regulation prepared by Mahatma Gandhi University Kottayam. This elected students union

consists of Genral Office Bearers such as Chairman, vice chairman, general secretary; join secretary, Sports secretary, Arts club secretary, UUC etc. In the departmental level, each department consists of a student association secretary. The election is conducted in the presidential mode by electing a representative from each class. These elected class representatives take part in electing all other major office bearers of the students Union. The college always tries to include students in various academic and administrative activities of the college. There are representatives from students in various academic and administrative bodies and committees like IQAC, internal committee for students with disabilities, mess committee, hostel committee etc . College also ensures that the voices of the students are heard in all matters related to the college. The students representatives in these committees and students union act as the platform for the students to address their concerns and present their ideas and suggestions. Students are included in the IQAC committee also. Some of the activities in the college like College day, Sports day, Arts day Celebration of Republic Day Celebration of Onam, Christmas Festival, regularly conduct under the leadership of students union with faculty supervision.

File Description	Documents
Paste link for additional information	<a href="http://mesnedumkandam.in/wp-content/uploads/2020/02/5.3.2-MG-University-Guidelines-.pdf">http://mesnedumkandam.in/wp-content/uploads/2020/02/5.3.2-MG-University-Guidelines-.pdf</a>
Upload any additional information	<a href="#">View File</a>

**5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)**

**5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year**

18

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

## 5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Inorder to promote the interaction with alumni, MES College Nedumkandam has established a registered Alumni association under the Societies Registration Act. The alumni association has taking efforts in various developmental activities. The alumni of MES College Nedumkandam are currently working at various positions all over the globe

File Description	Documents
Paste link for additional information	<a href="http://mesnedumkandam.in/index.php/alumni/">http://mesnedumkandam.in/index.php/alumni/</a>
Upload any additional information	<a href="#">View File</a>

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

MES College Nedumkandam is governed by strong and committed

leadership of MES Corporate Management constituted by The Muslim Educational society, Calicut, Kerala. The Corporate Management has discharged their authority and responsibilities through formulating the Local Management Committee for facilitating and maintaining the physical infrastructure and ensuring the proper functioning of the institution. The management of the college adopts a democratic and participatory mode of governance with all stakeholders' aims to endorse the vision and mission of the college which are communicated to all stake holders through institutional website, college calendar, News letter, college magazine etc. A team of faculty members and non-teaching staff lead by the Principal render their mass support for the accomplishment of the vision and mission and ensure the proper functioning of all academic and administrative matters to accomplish the policies. The Staff Council acts as the apex decision making body. Heads of the departments are fully responsible for the academic governance within. Academic progress process and students support activities are also well organized. NSS, NCC, UNAI, ASAP, Pain and palliative care unit, women's forum, ED Club, IEDC, IIC, scholarship cell, SSP, WWS, PACE, English club, Vimukthi Club etc. enact their roles in the accomplishment of the policies. The Examination Cell, Internal Complaints Committee, Grievance Redressal Cell, Anti-Ragging Cell, SC/ST Cell etc. also maintain the quality of academic culture of the institution.

File Description	Documents
Paste link for additional information	<a href="http://mesnedumkandam.in/index.php/vision-mission/">http://mesnedumkandam.in/index.php/vision-mission/</a>
Upload any additional information	<a href="#">View File</a>

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

MES College Nedumkandam is effectively administering the decentralized and participative management system of governance. This College comes under the authority of MES Corporate Management Head Quarters at Calicut, Kerala. The Corporate Management has distributed their authorities and responsibilities to the Local Management Committee who manage all the developmental and maintaincace activities related infrastructures. The Academic matters of the College are controlled by the Principal, College Council. The College Administrative apex body with the Principal in the lead, Vice Principal, Staff Council, and IQAC play a vital role in deciding the policy framework for the systematic functioning and

progress of the institution. The heads of departments, faculty members and student representatives have their voice of opinion in materializing the policies and plan of action towards the constructive growth of the institution. Each department has its autonomy in the planning and execution of the curricular, co curricular and extension activities. Heads of the Departments take independent decision in the matters related to department academic calendar, time table, conduct of internal examination, academic tours/visits, extension programmes, organizing workshops and seminars etc. In order to ensure participative management, the Coordinators and faculty in charge of various clubs and forums are selected on a rotation basis. Office Administration is clearly handled by a span of Officials, including, Principal, Vice Principal, Office Superintendent, junior Superintendent, Head Accountant, UDC, LDC, etc. To ensure both decentralization and participative management in academics and administrative matters college strictly follows its scalar chain.

File Description	Documents
Paste link for additional information	<a href="http://mesnedumkandam.in/index.php/managemen t/">http://mesnedumkandam.in/index.php/managemen t/</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The planned strategies were effectively implemented through a democratic and participatory management system.

Communicate the strategic plans with the staff and students every year.

College focuses students centered teaching-learning practices strictly adhered to Mahatma Gandhi University. We implemented Outcome Based Education.

Ensure infrastructure facilities of the institution by strictly implementing policies of the college.

Various sub committees and coordinators are assigned to monitor the programs and the state of the art of the facilities of the college. They frequently meet and communicate with principal and IQAC.

College recruits well qualified and experienced faculty members and regular faculty orientation programme conducted ensure the performance

Student's admission process carried out through online Central Allotment Process (CAP) of Mahatma Gandhi University

Properly collect the feedback of the targeted beneficiary group to develop implementation methods.

ERP software is used to implement the strategic policies.

Implement and follow up UGC, Central, State, University Orders and directions through assigned officials.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="http://mesnedumkandam.in/wp-content/uploads/2020/02/6.2.3-Strategic-plan-and-implementation-Copy.pdf">http://mesnedumkandam.in/wp-content/uploads/2020/02/6.2.3-Strategic-plan-and-implementation-Copy.pdf</a>
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

MES Corporate Management Committee, Kozhikode plays a vital role in managing the institution and decision making. The local management committee also been constituted by the Central Corporate Management to monitor and achieving the vision and mission of the institution. The College Principal leads the administrative setup in accordance with the UGC regulations, statutes of Mahatma Gandhi University, Kottayam and directives of the Directorate of Collegiate Education, Government of Kerala. College staff council has constituted as statutory body as per the rules and regulation of Mahatma Gandhi University, Kottayam. The College Council consists of the Principal, Vice-Principal Heads of Departments, Librarian and two elected teacher representatives. The IQAC, constituted as per the regulation of NAAC has a significant role to suggest and monitors quality initiatives to the Managing board. The Vice-Principal discharges the duties and responsibilities of the Principal as a support to execute

the institutional policies and decisions. Heads of the department manage the curricular, co-curricular and extracurricular activities at the department level.

Appointment of principal, faculty members and supporting staff carried out strictly in accordance with the norms and procedures directed by the Mahatma Gandhi University and Government of Kerala with UGC guidelines and are subjected to prior concurrence from the Government of Kerala. Kerala Service Rules are applicable for leave, travelling allowance, pension and related matters. There is a Grievance Redressal cell is working in the college to address the grievance of the students and staff.

File Description	Documents
Paste link for additional information	<a href="http://mesnedumkandam.in/wp-content/uploads/2020/02/6.2.2-decentralization-policy.pdf">http://mesnedumkandam.in/wp-content/uploads/2020/02/6.2.2-decentralization-policy.pdf</a>
Link to Organogram of the institution webpage	<a href="http://mesnedumkandam.in/wp-content/uploads/2020/02/6.2.2-Organogram.pdf">http://mesnedumkandam.in/wp-content/uploads/2020/02/6.2.2-Organogram.pdf</a>
Upload any additional information	<a href="#">View File</a>

### 6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

## 6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The technicalities of rules and regulations of work will be a futile

exercise unless the staff is mentally satisfied by a congenial working atmosphere. Therefore, The college ensures the timely availability of all statutory welfare benefits such as pension, gratuity, provident fund, group accident insurance, maternity and paternity leaves, medical reimbursement, encashment of surrender leave, medical leave and half pay leave, loan facilities, festival advance for employees, FDP for eligible candidates as per the UGC guidelines and state government norms, loans from the provident fund, sanctioning of leave for Faculty Improvement Programme etc to the permanent employees.

Faculty members are honored for their notable achievements like award of Doctoral and Post -Doctoral Degrees, other awards and recognitions in various fields and participation in international conferences and seminars.

The benefits commonly enjoyed by regular and ad-hoc staff of the institution are

Salary advance for the newly joined teaching staff and government guest faculty members.

Daycare facility for the children of the staff

The cooperative store which provides stationery items at a subsidized rate

The canteen where food is provided at a subsidized rate

Gymnasium

Staff Association

Cultural Forum to express the innate talents of the staff members

Annual Staff Tour

Staff tour

Financial assistance for the medical treatment of the staff and their family

Meal facility at the hostel on demand

Free hostel accommodation for lady staffs

Free accommodation for non teaching staff.

Separate parking space for staff

File Description	Documents
Paste link for additional information	<a href="http://mesnedumkandam.in/index.php/co-operative-society/">http://mesnedumkandam.in/index.php/co-operative-society/</a>
Upload any additional information	<a href="#">View File</a>

**6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year**

**6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year**

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

**6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**

**6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

57

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

#### **6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**

##### **6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

13

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

#### **6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff**

MES College Nedumkandam has performance appraisal system for teaching staff as an effective performance management system in order to achieve the overall mission and vision of the institute. Institution follows the appraisal system suggested by the career advancement scheme by Mahatma Gandhi University kottayam in accordance with UGC 2018 regulation. In this scheme the performance

has devided in to three criteria

1. Criteria 1:- Teaching and Learning related activities

2. Criteria 2:- Involvement in the University/College students related activities/Research activities

3. Criteria 3:- Research and Academic Contribution

In addition to this, teacher's evaluation is done through taking feedback from students through online feedback system. The Feedback collection from students use to carried out once in an academic year and analyzed using software tool.

File Description	Documents
Paste link for additional information	<a href="https://www.mgu.ac.in/ugc-regulations-2018-minimum-qualification-for-appointment-of-teachers-and-other-academic-staff-in-universities-and-colleges-and-measures-for-the-maintenance-of-standards-in-higher-education/">https://www.mgu.ac.in/ugc-regulations-2018-minimum-qualification-for-appointment-of-teachers-and-other-academic-staff-in-universities-and-colleges-and-measures-for-the-maintenance-of-standards-in-higher-education/</a>
Upload any additional information	<a href="#">View File</a>

#### 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The backbone of any organization is a judiciously managed financial system. The healthy existence of any institution is based on proper utilization of funds. Besides aided institutions, the statutory external audit is conducted by the Deputy Director of Collegiate Education Office, Kottayam yearly. All matters related to financial transactions with the Government administration UGC Funds Service Matters of the Staff comes under the purview of this audit. The audit objections are settled before the next audit by way of making all financial clearances and other objections related to service matters. The Accountant General, Kerala also conducts their periodic assessment of all the accounts sanctioned by the Government. Their suggestions and directions are also incorporated in the further utilization of the funds.

The internal audit is done by the internal authority of the top level management every year. Also internal audit by a chartered

Accountant appointed by the Corporate Manager is done every year. The management has appointed M. A. Moideen and Associates and Venu K. as the external auditors. At the end of every financial year, they prepare annual financial statements and audit reports. The objections are cleared before next audit.

File Description	Documents
Paste link for additional information	<a href="http://mesnedumkandam.in/wp-content/uploads/2020/02/6.4.1-Financial-Mngmt-Policy.pdf">http://mesnedumkandam.in/wp-content/uploads/2020/02/6.4.1-Financial-Mngmt-Policy.pdf</a>
Upload any additional information	<a href="#">View File</a>

#### 6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

##### 6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

6500000

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

#### 6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The main source of fund for the college is provided by the top level management of the college namely the State Executive Committee makes respective for financial help for infrastructural development to the Central Management. The College is also in contact with some corporate companies for financial help from their allocated fund from Corporate Social Responsibilities (CSR) of the Company. The College very much participating of tapping funds from government agencies

The major sources of income for the college are

Grant in aid from Government

**Management:** Management is the another major contributors for financial support construction of buildings and maintenance and infrastructural development of the institution

UGC UGC funds for developmental activities of physical infrastructure, purchase of laboratory equipment, computers and sports facilities etc. Major and Minor Research Project Grants and as research support programme. UGC also provided fund for the introduction of BACHELOR OF VOCATION (B.VOC.) PROGRAMME.

Higher Education Department of Kerala Funds for ASAP (Additional Skill Acquisition Programme), WWS (Walk with Scholar) SSP (Scholars Support

Programme), research project

Kerala State Council for Science, Technology and Environment

SERB-DST Research funding from the Science and Engineering Research Board

Central/State Government/University funding for NSS, NCC, Women Cell, Bhoomithrasena and ED Club

Scholarships for students are availed from both state and central government

Endowments and scholarships for students by Alumni, PTA and Management

Hostel fees from students, teaching staff

Funds from non-governmental bodies like PTA, Alumni and Philanthropists

Rent from external bodies for conducting examinations

File Description	Documents
Paste link for additional information	<a href="http://mesnedumkandam.in/wp-content/uploads/2020/02/6.4.1-Financial-Mngmt-Policy.pdf">http://mesnedumkandam.in/wp-content/uploads/2020/02/6.4.1-Financial-Mngmt-Policy.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

IQAC functions with a firm conviction that quality enhancement is not a one-time goal but a continuous process. IQAC prepares an action plan in the beginning of every academic year based on the discussion with departments, administrators and management and analyzing feedback from various stake holders. IQAC also engages in planning and execution of curricular and co-curricular activities, physical infrastructural development, throughout the academic year.

The regular functioning of IQAC has been focused with the following tasks 1. Improvement in the impact of teaching, learning, evaluation and research through constant training of students and teachers 2. Conduct Academic and Administrative Audit and analysis of Results for improvement in areas found weak. 3. A well designed feedback mechanism functions for all stakeholders regarding teaching, learning, administrative and infrastructural facilities. Apart from regular quality assurance functions, IQAC has contributed significantly for quality initiative strategies and processes as listed below,

College adopts peer teaching method since it provides individual attention to slow learners to enhance their learning thereby developing group dynamics among the students for a conducive learning atmosphere.

IQAC in association with research forum conduct research promotion activities to support and ensure quality research in the field of arts, science and humanities.

IQAC initiated adopts a tribal village ' Mannakudy ' to have regular engagement with the rural folks for their community development and conducts extension activities there.

PACE- MESCO is an Online Coaching Programme to equip the students to advance in Competitive exams.

SC/ST Special Coaching Programme is also provided

File Description	Documents
Paste link for additional information	<a href="http://mesnedumkandam.in/index.php/composition/">http://mesnedumkandam.in/index.php/composition/</a>
Upload any additional information	<a href="#">View File</a>

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

In view of improving the quality of teaching learning process, IQAC takes regular feedback from students on curriculum, teaching methodology, facilities on the campus etc through an online feedback system. The Feedback from students as well as from all other stakeholders such as parents, alumni, and employers is taken once in an academic year and analyses it with a software tool. The feedback analysis reports discussed by IQAC are submitted to the principal and action taken reports are uploaded in the website.

The institution also conducts academic audit periodically to ensure the effective implementation of academic policies and to sustain quality, which is also concomitant to the quality criteria prescribed by NAAC. IQAC has also taken initiative to maximize the use of ICT in teaching - learning, flipped classroom, E-content creation etc., which enhances hybrid mode of learning. IQAC concentrates more to implement Outcome Based Education (OBE) in the institution. A Faculty development programme was organized for practicing OBE, including outcome attainment calculation methods. Peer teaching, and Remedial teaching facilities are provided to enhance teaching learning process. One new PG programme in Economics has been started in the college during the last academic year. Many of the faculty members are undertaking their research. Institution has more collaborations and MOU that is reflective in research publication, seminars and curricular and co-curricular activities.

File Description	Documents
Paste link for additional information	<a href="http://mesnedumkandam.in/index.php/composition/">http://mesnedumkandam.in/index.php/composition/</a>
Upload any additional information	<a href="#">View File</a>

**6.5.3 - Quality assurance initiatives of the**

**B. Any 3 of the above**

<b>institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)</b>	
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File Description	Documents
Paste web link of Annual reports of Institution	<a href="http://mesnedumkandam.in/index.php/nirf/">http://mesnedumkandam.in/index.php/nirf/</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

<b>INSTITUTIONAL VALUES AND BEST PRACTICES</b>
<b>7.1 - Institutional Values and Social Responsibilities</b>
<p>7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year</p> <p>College follows a transparent system for selection of staff and admission of students that purely based on merit. Admission of students through a Common Admission Portal (CAP) a single window system. College also ensure the participation of the teachers, nonteaching staff and students in various administrative bodies without any gender bias.</p> <p>Few initiatives in the college for the promotion of gender equity are given below</p> <p>College has constituted Women's forum with one of the faculty member as staff coordinator and few elected girls students as executive members. Women's forum shows their active involvement and organize various gender sensitization programmes throughout the year through seminars, webinars, invited talks, cultural activities and skill development programmes etc.</p> <p>There are hostels with caring and responsive wardens with appropriate security arrangements for girls</p>

There is a mechanism for redressing the grievances of its stakeholders to ensure gender equity and justice for both the sexes.

The Anti-Harassment Committee has been constituted with the provisions of the Sexual Harassment of Women at Work Place (Prevention, Prohibition and Redress) Act, 2013.

Surveillance cameras are placed at various vantage points to ensure safety.

The College ensures the participation of women students in intra and inter-institutional competitions and cultural activities.

The Scholarship cell is keen on helping female students to avail themselves of the various scholarships offered by the State, Central governments and other agencies.

Department of Minority welfares, Govt of Kerala sponsored Pre-marital Counselling Centre is also established in the college.

File Description	Documents
Annual gender sensitization action plan	<a href="http://mesnedumkandam.in/wp-content/uploads/2020/02/7.1.1-Gender-sensitization-Action-Plan.pdf">http://mesnedumkandam.in/wp-content/uploads/2020/02/7.1.1-Gender-sensitization-Action-Plan.pdf</a>
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="http://mesnedumkandam.in/index.php/hostel/">http://mesnedumkandam.in/index.php/hostel/</a>

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment**

**B. Any 3 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The College being situated amidst greenery, the idea of maintaining an environment friendly and waste free campus becomes an inevitable part of our routine. Various programs/campaigns are frequently being arranged to spread awareness among staff and students to adopt nature friendly measures leading to lesser waste generation and its proper disposal. Different methods followed by the College for waste management are

#### Solid waste

Degradable and non-degradable wastes are collected separately, for which labelled waste bins are placed at different spots in the Campus. Non - biodegradable wastes collected are handed over to the waste management initiatives of local self-governments in the region.

There is a complete ban on plastic items such as flex boards, cupsets etc. in the Campus. Use of cloth banners and chart papers are encouraged for the publicity of various programs conducted. Steel glass and plates are used to serve tea-snacks during all functions in the College.

Incinerators are installed for napkin disposal in the College and hostels.

A compost pit is maintained for converting food waste to manure.

Maintenance of infrastructure and timely repair of furniture and other items are done to avoid accumulation of waste.

#### Liquid waste

The institution has a well-structured drainage system and soak pits to manage liquid waste.

Chemical wastes from laboratories are collected and dispersed into a

dumping tank after proper neutralization

e-waste

Regular servicing of electronic equipment is done to ensure its maximum usage.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

#### 7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following**  
**1.Green audit 2. Energy audit**  
**3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

**D. Any 1 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<b>No File Uploaded</b>
Certification by the auditing agency	<b>No File Uploaded</b>
Certificates of the awards received	<b>No File Uploaded</b>
Any other relevant information	<a href="#">View File</a>

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

**A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	<a href="#">View File</a>

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Muslim Educational Society was established in 1960 with an aim to provide quality education to all people in India and to uplift the socio economic status of underprivileged community, and to maintain welfare and equality among them.

. Recruitment of staff, admission of students to various courses, allocation of management seats, appointment of principals, head of the departments, conveners, coordinator, distribution of scholarship etc are done without considering the gender ,complexion, caste, creed and religion. College has constituted proper policies and guidelines to ensure gender equality, inclusiveness in administration, education and management in our college and in the society.

Strict administrative mechanism is there to guard and propagate the essence of these policies. Books for the promotion of tribal language are also available in the college library. Our college has adopted tribal village for giving them educational support and to promote their cultural values. Our college campus hosts the traditional art forms of tribes every year. Sacred days of Hindu, Christian ,and Muslims have been observing regularly. Onam, Divali, Christmas, Eid and Holy are the days of happiness and observed colorfully with traditional dresses and food. NSS NCC and other auxiliary clubs and forum organize different programmes to uphold the core values such as secularism, social inclusion, cultural harmony. In addition to this, college adopted a best practice "scaffolding the abundant" for meals distribution at old age home to inculcate the humanitarian value irrespective of cast creed and religion. Our college provides MES Golden jubilee scholarship and free ships

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The constitution of the country is the basic and fundamental document which inculcates some core civic value, ensures the rights of the people and instructs duties and responsibilities. These constitutional ideas are to be disseminated to the students, staff for which various programs are conducted at the regular intervals.

The preamble of the constitution which contains the philosophy of the constitution has been carved on a stone and placed in front of college Library to sensitize the the stake holders of the college about the importance of the constitution. The seminars on legal matters and human rights are aimed at making students aware of its importance.

Awareness programmes, seminar, webinar, campaign on legal protection, constitutional values, rights , duties and responsibilities were conducted in college by NCC, NSS women's forum etc. The curriculum of BA Economics and BA History has incorporated with the political science as a course in which constitutional values rights, duties and responsibilities are discussed in details.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="http://mesnedumkandam.in/wp-content/uploads/2020/02/7.1.9-constitutional-right-value-etc_compressed.pdf">http://mesnedumkandam.in/wp-content/uploads/2020/02/7.1.9-constitutional-right-value-etc_compressed.pdf</a>
Any other relevant information	<a href="https://www.mgu.ac.in/uploads/2022/02/1738-A C L-2022-.-.-1.pdf?x62822">https://www.mgu.ac.in/uploads/2022/02/1738-A C L-2022-.-.-1.pdf?x62822</a>

**7.1.10 - The Institution has a prescribed code**

**A. All of the above**

<p>of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff</p> <p><b>4. Annual awareness programmes on Code of Conduct are organized</b></p>	
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File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

<p>7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals</p> <p>Every year Collegecelebrates various importance days such as Independance day, Republic day, National Science day etc and national festivals like Oanm, Christmas, Holi etc. This is organized in the college as collective activity by different departments, clubs and forums. Apart from these other important days such as Ozone day, Reading week, Environment day, Yoga day, Teachers' day, Womens' dayetc also observed in the college</p>
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File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	No File Uploaded

<b>7.2 - Best Practices</b>
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7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

### 1- Eco-Friendly campus

The college is located in the high range mountain area of Idukki district of Kerala which is one of the most eco sensitive parts of the Western Ghats. Therefore college considers all types of eco-friendly promotional activities and practices in the campus are unavoidable in this region.

The practices

Some of the practices are as follows

Seed pen Project:

Pen Friends:

Planting of saplings:

Oushadha Thottam:

Nature Camp

Water usage

Green campus

Grass Land

### 2: MES Centre for Sustainable Development

M E S College Nedumkandam locates in the midst of a great expanse of the lush green cardamom plantations. Cardamom, known as "Queen of Spices," is one of the most exotic and highly-priced spices. The geographical and climatic conditions of the High Ranges of Idukki are ideal for the best quality cardamom, which make them highly unique in the international market. But climate change and erratic rain patterns have made things worse for cardamom, resulting in a substantial decline of cardamom produce. The significant changes in climate, particularly increasing temperature and decreasing humidity affect the plantations very badly in recent years. Even a slight change in climate has a substantial influence on agriculture development in the district.

## The Practice

Formed farmers collective

Organized seminar and training

Supported micro springler irrigation system

Availed externalsupported technology assisted irrigation system

File Description	Documents
Best practices in the Institutional website	<a href="http://mesnedumkandam.in/index.php/best-practice/">http://mesnedumkandam.in/index.php/best-practice/</a>
Any other relevant information	<a href="http://mesnedumkandam.in/index.php/best-practice/">http://mesnedumkandam.in/index.php/best-practice/</a>

### 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

MES College Nedumkandam is situated in Idukki District of Kerala State which is the hilly area of Western Ghats. The agricultural people who lived in this high ranges have no opportunity to access the facilities offered by a city. By identifying this gap we have been giving due importance in providing all facilities to this marginalized people equal to cities. We could help them to overcome the geopgraphical barriers for getting quality education. The major tribal community in kerala , 'Mannas' are largely lived here. We introduced empowerment programmes to broaden their horizon of knowledge, healthcare, and livelihood. We initiated a library in their village and have been giving health and hygiene classes. We are giving all possible guidance for them to enroll more into the field of education and government-private job opportunities. We have introduced PACE – Program for Achieving Competitive Examination and have been providing professional free Civil Service coaching to our students. We could set up a library for the prisoners in the sub jail of Muttom. Our NSS, NCC units frequently formulated programs for the welfare of the local tribal community. To beat water shortage in cardamom farming we introduced Micro-Sprinkler irrigation with the help of UNAI.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

Draft the academic Schedule and to review the teaching - learning process.

Publish College Handbook

Constitute academic and administrative bodies

Value added/Certificate/diploma Courses

Practice of Outcome Based Education (OBE) in Teaching Learning Evaluation

Improve ICT enabled teaching learning practices.

Ensure the facility for the e-content development and LMS, online classroom, mobile app etc.

Increase the number of research publications

More number of minor and major projects and teacher fellowships for the faculty members.

Conduct seminars/ Workshops in research methodology to improve quality of research work of PG students.

Ensure the collaboration and extension

College will make initiatives to strengthen the extension activities to the nearby community

Initiate more developmental strategies to overcome the infrastructural shortcoming

Ensure more digital resources in the central library

Strengthen the E-Governance.

Establish well furnished rooms for IQAC, incubation and entrepreneur

cell, placement cell etc.

Improve the sports infrastructure

Conduct remedial coaching teaching for SC/ST, other socially and economically backward students.

Conduct guidance and capacity building initiatives

Ensure more management scholarships as "MES Silver Jubilee scholarships "to the students

Provide special support to students for various government scholarships

Special support for slow learners and advanced learners

To conduct more number of capacity building and personality development programme for students.

Organize Sports and cultural activities / competitions

Conduct on Campus Placement drives.

Training Teachers

Conduct the programmes with special emphasis on Gender equity  
Environmental, consciousness, Human value and professional ethics,  
Universal value and ethics