

ANNUAL QUALITY ASSURANCE REPORT (AQAR 2014-15)



**Mercy College
Palakkad-678006**

*Submitted to
National Assessment and Accreditation Council*

The Annual Quality Assurance Report (AQAR) of the IQAC

(July 1, 2014 to June 30, 2015)

Part – A

1. Details of the Institution

1.1 Name of the Institution

Mercy College, Palakkad

1.2 Address Line 1

Mercy College

Address Line 2

Pallipuram (Post)

City/Town

Palakkad

State

Kerala

Pin Code

678 006

Institution e-mail address

mercycollegepkd@yahoo.com

Contact Nos.

Office: 0491-2541124, 0491-2541149

Name of the Head of the Institution

Dr. Sr. Lilly P V
Principal

Tel. No. with STD Code

0491-2541124

Mobile

8281460699

Name of the IQAC Co-ordinator

Dr. R. Girija

Mobile

9447645273

IQAC e-mail address

iqacmercy@gmail.com

1.3 NAAC Track ID (*For ex. MHCOGN 18879*)

KLCOGN14812

1.4 NAAC Executive Committee No. & Date

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

EC(SC)/01/RAR/91 Dated: 5.5.2014

1.5 Website address

www.mercycollege.edu.in

Web-link of the AQAR:

http://www.mercycollege.edu.in/AQAR

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

1.6 Accreditation Details

| Sl. No. | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
|---------|-----------------------|---------|------|-----------------------|-----------------|
| 1 | 1 st Cycle | 4 Stars | - | 1999 | 2004 |
| 2 | 2 nd Cycle | A | - | 2007 | 2012 |
| 3 | 3 rd Cycle | A | 3.32 | 2014 | 2019 |

1.7 Date of Establishment of IQAC DD/MM/YYYY

1/7/2004

1.8 AQAR for the year (*for example 2010-11*)

2014-2015

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

This is the first AQAR that is submitted, after the Assessment and Reaccreditation by NAAC (Third Cycle) in May 2014.

1.10 Institutional Status

University State ☒ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☒

Autonomous college of UGC Yes ☐ No ☒

Regulatory Agency approved Institution Yes ☐ No ☒
(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education ☐ Men ☐ Women ☒
Urban ☐ Rural ☒ Tribal ☐

Financial Status Grant-in-aid ☐ UGC 2(f) ☒ UGC 12B ☒
Grant-in-aid + Self Financing ☒ Totally Self-financing ☐

1.11 Type of Faculty/Programme

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

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

Others (Specify)

-

1.12 Name of the Affiliating University (for the Colleges)

University of Calicut

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

Autonomy by State/Central Govt. / University

-

University with Potential for Excellence

-

UGC-CPE

-

DST Star Scheme

-

UGC-CE

-

UGC-Special Assistance Programme

-

DST-FIST

-

UGC-Innovative PG programmes

-

Any other (*Specify*)

-

UGC-COP Programmes

-

2. IQAC Composition and Activities**2.1 No. of Teachers**

7+1

2.2 No. of Administrative/Technical staff

5

2.3 No. of students

3

2.4 No. of Management representatives

3

2.5 No. of Alumni

1

2.6 No. of any other stakeholder and community representatives

1

2.7 No. of Employers/ Industrialists

1

2.8 No. of other External Experts

1

2.9 Total No. of members

22

2.10 No. of IQAC meetings held :

6

-

3

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

Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

3 lakhs

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

Two day Faculty Development Seminar on Application of Web technologies facilitating e-Learning

2.14 Significant Activities and contributions made by IQAC

Academic Plan ; Discussion on API, Monitoring recruitment of CET by ASAP, A Govt. Of Kerala initiative
Enhancement of ICT based learning and initiating Wifi campus facility
Encouraged faculty to take up funded research projects
Preparation for Autonomy (Prepared Proposals to Kerala Higher Education Council)

2.15 Plan of Action by IQAC/Outcome

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

| Plan of Action | Achievements |
|---|---|
| Golden Jubilee Celebrations | Release of Souvenir 'Arieus' by Hon`ble Chief Minister Oommen Chandy Golden Jubilee Valediction Hon`ble Governor Smt. Sheila Dixit |
| Proposals for BVoc and Community College to be submitted | Proposal submitted for Multimedia, Software, Fashion Technology, Horticulture and Food Technology |
| Value added / Certificate courses to be initiated | 17 courses are in progress |
| Infrastructure to be enhanced a. Proposal for a research block | |

| | |
|---|---|
| within the campus b. ICT based facility for teaching learning process c. Enhancing library infrastructure | Processing of the proposal initiated 11 classrooms upgraded with smart class facility 10 computers installed to access INFLIBNET and EDU-SAT programmes |
| Ensuring quality Research | Faculty were promoted to apply for major and minor projects |
| Eco-friendly Practices | Various energy conservation measures were initiated in the campus. Plant saplings were also planted |
| Enhancing connectivity and Networking | Wifi friendly campus |
| Increasing visibility a. New curricular ventures to be initiated | Introduction of new course MSc Botany, BCA (aided) and MCom Finance (Self financing) College activities were given a wide coverage in media and website |
| Preparation for autonomy | Autonomy proposal to KSHEC |
| Proposal put up for seminar for Non teaching staff | Could not be conducted. |

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

2.15 Whether the AQAR was placed in statutory body

Yes ☐ - No ☒ ✓

Management ☐ - Syndicate ☐ Any other body ☐ -

Provide the details of the action taken

Nil

Part – B Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

| Level of the Programme | Number of existing Programmes | Number of programmes added during the year | Number of self-financing programmes | Number of value added / Career Oriented programmes |
|------------------------|-------------------------------|--|-------------------------------------|--|
| PhD | 1 | - | - | - |
| PG | 5 | 2 | 3 | - |
| UG | 12 | 1 | 3 | - |
| PG Diploma | - | - | - | 1 |
| Advanced Diploma | 1 | - | - | 1 |
| Diploma | 1 | - | - | 3 |
| Certificate | 1 | - | - | 3 |
| Others | - | - | - | 1 |
| Total | 21 | 3 | 6 | 9 |

| | | | | |
|--------------------------|---|---|---|---|
| Interdisciplinary | - | - | - | - |
| Innovative | - | - | - | - |

1.2 (i) Flexibility of the Curriculum:

Choice Based Credit System (CBCS) , All the UG programmes have 2 elective subjects ,1 open course and an elective paper

(ii) Pattern of programmes:

| Pattern | Number of programmes |
|------------------|----------------------|
| Semester | All programs |
| Trimester | --- |
| Annual | --- |

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

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

**Please provide an analysis of the feedback in the Annexure*

Feedback Attached Annexure I

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

Yes, Being an affiliated college, university updates/revision is followed.

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

Department of Computer Applications

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

| Total | Asst. Professors | Associate Professors | Professors | Others |
|-------|------------------|----------------------|------------|--------|
| 53 | 38 | 15 | - | - |

2.2 No. of permanent faculty with Ph.D.

19

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

| Asst. Professors | | Associate Professors | | Professors | | Others | | Total | |
|------------------|---|----------------------|---|------------|---|--------|---|-------|---|
| R | V | R | V | R | V | R | V | | |
| 0 | - | 3 | 1 | - | - | - | - | 3 | 1 |

2.4 No. of Guest and Visiting faculty and Temporary faculty

35

-

-

2.5 Faculty participation in conferences and symposia:

| No. of Faculty | International level | National level | State level |
|------------------|---------------------|----------------|-------------|
| Attended | 13 | 26 | 8 |
| Presented papers | 2 | 20 | - |
| Resource Persons | - | - | 4 |

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

Tutorship, Mentoring, Smart Class, Value addition courses, Compulsory field visit by science students, Movie screening on gender equity , environmental and social issues to enhance students output, Moral Education Classes.

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

206

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

Web Cam in Exam hall

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

-

-

-

2.10 Average percentage of attendance of students

85

2.11 Course/Programme wise distribution of pass percentage :

| Title of the Programme | Total no. of students appeared | Distinction % | I % | II % | Pass % |
|------------------------|--------------------------------|---------------|-----|------|--------|
| | | | | | |
| BSc.Maths | 27 | 52 | 41 | - | 93 |
| BSc.Physics | 33 | 60 | 30 | - | 90 |
| BSc.Chemistry | 24 | 63 | 29 | - | 92 |
| BSc.Botany | 35 | 54 | 35 | - | 89 |
| BSc.Zoology | 27 | 59 | 19 | - | 88 |
| BSc.Computer Science | 25 | 40 | 28 | - | 68 |
| BSc.Biotechnology | 28 | 57 | 36 | - | 93 |
| B.A. English | 46 | 50 | 46 | - | 96 |
| B.A. Economics | 54 | 15 | 56 | 1 | 72 |
| B.A. History | 52 | 5 | 65 | 3 | 73 |
| Bcom. | 57 | 77 | 12 | - | 89 |
| MSc.Maths | 18 | 6 | 50 | 11 | 67 |
| MSc.Physics | 12 | 42 | 33 | 17 | 92 |
| MSc.Chemistry | 10 | 40 | 40 | - | 80 |
| M.A. English | 19 | 26 | 58 | 5 | 89 |
| M.A. Economics | 15 | - | 47 | 13 | 60 |

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

Keeping in mind the earlier NAAC visit , the IQAC put forth suggestions regarding the planning of activities to be included in the academic calendar

- * Regular visit by the IQAC members to the departments to monitor the functioning of the departments.
- * Collects feedback from students regularly to take necessary actions.
- * Arranges regular faculty and student enrichment programmes
- * IQAC conducted a two day national faculty development workshop on Web application to improve e- teaching skills.
- * A demo class on “how to use smart board?” was conducted by IQAC.
- * To improve best practices in Teaching and Learning

2.13 Initiatives undertaken towards faculty development

| Faculty / Staff Development Programmes | Number of faculty benefitted |
|--|------------------------------|
|--|------------------------------|

| | |
|--|---|
| Refresher courses | 2 |
| UGC – Faculty Improvement Programme | - |
| HRD programmes | - |
| Orientation programmes | 3 |
| Faculty exchange programme | - |
| Staff training conducted by the university | 1 |
| Staff training conducted by other institutions | 7 |
| Summer / Winter schools, Workshops, etc. | - |
| Others | - |

2.14 Details of Administrative and Technical staff

| Category | Number of Permanent Employees | Number of Vacant Positions | Number of permanent positions filled during the Year | Number of positions filled temporarily |
|-----------------------------|-------------------------------|----------------------------|--|--|
| Administrative Staff | 7 | 3 | - | 3 |
| Technical Staff | 4 | 3 | - | 3 |

Criterion –III

3. Research, Consultancy and Extension

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

| |
|--|
| Initiated steps to upgrade the infrastructural facilities available in the science departments through DST -FIST funding. |
| Teachers were encouraged to apply for research projects to various funding agencies and research activities were coordinated by a Research Advisory Committee. |
| Encourages faculty to publish papers in approved journals and present their findings in seminars/conferences. |
| Encouraged students to join Research forum activities through a formal session headed by the Coordinator. |
| Two research methodology sessions were conducted for the UG and PG students to orient them about the nuances of present day research. |
| The IQAC through the ASAP Coordinator also motivated the students to join the Kerala Govt. initiative Acquired Skill Acquisition Programme. |

3.2 Details regarding major projects

| | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|---------|------------|-----------|
| Number | 0 | 1 | 1 | - |
| Outlay in Rs. Lakhs | - | 2300000 | 1900300 | - |

3.3 Details regarding minor projects

| | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|---------|------------|-----------|
| Number | - | 4 | 6 | 10 |
| Outlay in Rs. Lakhs | - | 655000 | 608500 | 265500 |

3.4 Details on research publications

| | International | National | Others |
|--------------------------|---------------|----------|--------|
| Peer Review Journals | 4 | 14 | - |
| Non-Peer Review Journals | 2 | 11 | - |
| e-Journals | 1 | 3 | - |
| Conference proceedings | 3 | 9 | 2 |

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

| Nature of the Project | Duration Year | Name of the funding Agency | Total grant sanctioned | Received |
|---|---------------|----------------------------|------------------------|----------|
| Major projects | 2014-17 | DST | 19,00,300/- | - |
| Minor Projects | 2014-16 | UGC | 18,79500/- | - |
| Interdisciplinary Projects | - | - | - | - |
| Industry sponsored | - | - | - | - |
| Projects sponsored by the University/ College | - | - | - | - |
| Students research projects (other than compulsory by the University) | - | - | - | - |
| Any other(Specify) | - | - | - | - |
| Total | - | - | - | - |

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges

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

3.10 Revenue generated through consultancy **3.11 No. of conferences organized by the Institution**

| Level | International | National | State | University | College |
|---------------------|------------------|--|----------------------------|------------|----------------------------|
| Number | 1 | 11 | 7 | | 53 |
| Sponsoring agencies | Dept. of English | UGC,KSCSTE, CMFRI , Academy of Physics Teachers, Various Departments | Clubs, Various Departments | | Clubs, Various Departments |

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College
Total

3.16 No. of patents received this year

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

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

| Total | International | National | State | University | Dist | College |
|-------|---------------|----------|-------|------------|------|---------|
| - | - | - | - | - | - | - |

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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events: 195

University level State level
National level International level

3.22 No. of students participated in NCC events: 71

| | | | |
|------------------|---|---------------------|---|
| University level | - | State level | 6 |
| National level | 4 | International level | - |

3.23 No. of Awards won in NSS:

| | | | |
|------------------|---|---------------------|---|
| University level | - | State level | - |
| National level | - | International level | - |

3.24 No. of Awards won in NCC:

| | | | |
|------------------|---|---------------------|-----|
| University level | - | State level | 2+2 |
| National level | - | International level | - |

3.25 No. of Extension activities organized

| | | | | | |
|------------------|---|---------------|----|-----------|---|
| University forum | - | College forum | 2 | | |
| NCC | 2 | NSS | 12 | Any other | 9 |

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

| Category of Activity | Name of the Programme | Number of students involved |
|----------------------|--|-----------------------------|
| Camps | CATC Camps | 9 |
| | NIC Camps | 3 |
| | IGC Camps | 1 |
| Extension | NCC Day at Cherypushpalayam Orphanage | 2 |
| | NCC Cadets in the Social Service activities on Handicap Day | 23 |
| Certificate Exams | C' certificate examination-2014 | 31 |
| | C' certificate examination-2015 | 4 |
| | B' certificate examination-2015 | 31 |
| Awards | II nd Prize in Independence Day and Republic Day Parade -2014 | 12 |
| | Sahara Scholarship to Cdt Remya V and Suparna | 2 |
| | I st Prize in Independence Day Parade -2015 | 15 |

NSS

| Name of the Extension Activity | Activity Initiated |
|--------------------------------|--------------------|
|--------------------------------|--------------------|

| | |
|---|---|
| Pirayiri as Sishusouhrudha Panchayth | *Survey Report in association with Childline *Pediatric Medical Camp in association with Palana Hospital and Childline |
| <u>Pothichoru Vitharanam</u> | A project to help the hungry in and around locality by bringing food for the poor every week |
| Visit to Orphanage Aakaashaparavakal | Distribution of clothes and sweets to the inmates |
| Visit to Aaandhabahavan | Entertained the inmates |
| Snehasparsham | Remedial educational programme for the under privileged students of the locality. |
| Helping the needy children | Educational materials were distributed to 80 under privileged students in the locality |
| Karunyasparsham | Visited to the Old Age Home |
| World Environmental Day Celebrations-NATURE JUSTICE | *A Rally and Awareness Campaign on the hazards of plastics. *Cleaned the campus and took part in the social forestry mission of the Govt of Kerala by planting saplings in the campus. *Competitions conducted on environmental issues and management |
| Initiation of Organic Farming | Volunteers undertook agriculture in the campus |
| National Youth Week Celebrations | *An Exhibition organized *Quiz competition and an Elocution Competition were also held |
| Aha... Entharuchi | Food Fest to raise funds for various Projects of NSS |
| Special Camp at Mepparambu | *Release of Camp Souvenir 'Ormacheppu' *Construction of Roads & Cleaning of the wastes dumped on roadwalks *Classes on Personality Development, Legal Awareness, Social Responsibility, *Debates and Discussions on Social issues |

AICUF

| <u>Activity Organised</u> |
|--|
| <ul style="list-style-type: none"> Organised catechism, holy mass, retreats etc Celebration of Mercy Day, Carmel Day etc Rally and an Exhibition was organized as a part of the Canonization of St. Euphrasia and St. Chavara Kuriakose |

WOMEN DEVELOPMENT CELL

| Category of Activity | Activity Done |
|---|---|
| Orientation Programmes | "Celebrate Life" -for third year UG and PG students on |
| Awareness Programmes on Health issues Interpersonnel Skills Legal issues and cyber issues | Cancer Awareness Programme organized by the cell in collaboration with the Rotary Club of Palakkad Talks on "Interpersonal Relationship", "Right to Information Act", "Empowering Children of Widows", "Cybercrimes" |

| | |
|--|--|
| Chavara Darsan – Skill Development programmes for students | Life Skill Training Programme, Training classes for defensive arts, classical music, dance and instrumental music in collaboration with Campus Ministry and Social Service League of the college |
| Workshops | Media Literacy |

NATURE CLUB

| |
|---|
| *Distribution of seeds to the students, and staff of the College to promote organic farming in home |
|---|

CINE FORUM

- Workshop on Film Making was conducted.

ANTI-RAGING CELL

A Seminar on “Vishwas”

OTHERS

| Name of the activity | Organising unit/ collaborating agency | Name of the scheme |
|--|--|--|
| Campaign on Mass drug Administration for Elimination of Lymphatic Filariasis | District Vector Control Cell, Palakkad | Health Campaign Series |
| Planting tree saplings through sides of the Thirunellayi Road | Dept. of Zoology with Mr. Shyam Kumar, Renowned Environmentalist, Thenkurussi, Palakkad, who won Vrikshamitra, Vanamitra, Prakriti Mitra and Haritha Vyakti awards for his efforts in planting trees | Green Canopy: Growing a Greener (Social Forestry Program of the Dept.) |
| Blood Donation Camp | Dept. of Zoology with Jubilee Mission Medical College Blood Bank, Thrissur | Save Blood Save Life |
| Palliative Care | NRHM, District Hospital Palakkad | Swathana paricharanam |
| Demo on The Process involved in Silk Production to Students and SHGs. | Silk Mark Organisation, Palakkad | Women Entrepreneurship |
| Basic Grammar Classes to LP classes | Junior Basic School, Pallipuram | Literacy Drive |
| Daily tuition for students from neighbouring schools. | SSL | Literacy Drive |

| | | |
|---|-----------------------------|-------------------|
| Remedial classes for weak students from other disciplines | SSP | Literacy Drive |
| Souhridham camp | Childline Rajagiri outreach | Souhridham scheme |

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

| Facilities | Existing | Newly created | Source of Fund | Total |
|---|------------|---------------|----------------|------------|
| Campus area | 23.6 acres | - | - | 23.6 acres |
| Class rooms | 85 | - | - | 85 |
| Laboratories | 11 | - | - | 11 |
| Seminar Halls | 2 | - | - | 2 |
| No. of important equipments purchased (≥ 1-0 lakh) during the current year. | 9 | 2 | UGC | 11 |
| Value of the equipment purchased during the year (Rs. in Lakhs) | | 13Lakhs | UGC | 13Lakhs |
| Others (smart class) | - | 17 | UGC | 17 |

4.2 Computerization of administration and library

Library

Significant Initiatives

1. E-check in and e- check out facility implemented
2. Library club functions vibrantly
3. Institutional repository collection updated.
4. Library orientation schedule followed regularly
5. Rules regarding fine and circulation followed as per government norms

Other Facilities

CCTV, internet access room and separate reading areas for UG and PG students.

The library has a digital database.

- a. OPAC** is provided to the users of the Library in a separate computer placed near the Circulation Counter

A printed user guide is also placed there describing the procedures, user name and password for easy access of OPAC . Library members also can avail the help of Library staff as and when required.

- b. Library automation** - Library processes have been automated for more than eight years with the Library Management Software BOOK Magic 5.0 software (Meshil Logic)

- c. Total number of computers for public access - 12**

Total numbers of printers for public access - 1

* Internet band width/ speed ----- 2mbps

- d. Institutional Repository : 9**

Specialized services provided by the library

Reference-**Reprography****Information deployment and notification (Information Deployment and Notification) -**

Information regarding the library and the Library rules and regulations are displayed in the Library Notice Board.

In-house/remote access to e-resources

User Orientation and awareness for Fresh students, and faculty members.

Assistance in searching Databases

INFLIBNET/IUC facilities

4.3 Library services:

| | Existing | | Newly added | | Total | |
|-------------------------|----------|--------|-------------|--------|-------|--------|
| | No. | Value | No. | Value | No. | Value |
| Text Books | 1437 | 717543 | 598 | 199201 | 2035 | 916744 |
| Reference Books | 50 | 75741 | 22 | 12000 | 72 | 87741 |
| e-Books | 10000 | - | 1000 | - | 11000 | - |
| Journals | 28 | 28000 | 20 | 35800 | 48 | 63800 |
| e-Journals | 145 | - | 12 | - | - | - |
| Digital Database | 3 | 1500 | 2 | 2300 | 5 | 3800 |
| CD & Video | 130 | 5000 | 50 | 850 | 180 | 5850 |
| Others (specify) | 34 | 22000 | 35 | 18000 | 69 | 40000 |

4.4 Technology up gradation (overall)

| | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Departments | Others |
|-----------------|-----------------|---------------|----------|------------------|------------------|--------|-------------|--------|
| Existing | 56 | 2 | 7 | 1 | 0 | 2 | 7 | - |
| Added | 50 | - | Wifi | 1 | 0 | 2 | 3 | - |
| Total | 106 | 2 | - | 2 | 0 | 4 | 10 | - |

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

Training to teachers on How to use Smart Board
Web Application Seminar as FDP was conducted by IQAC

4.6 Amount spent on maintenance in lakhs :

| | |
|--|---------|
| i) ICT | 43554 |
| ii) Campus Infrastructure and facilities | 2840337 |
| iii) Equipments | 78000 |
| iv) Others | 577553 |

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Orientation for new students
 Tutor elects representatives, informs them of all the support services available in the campus
 Ensures the service of various units to support students
 Suggest best practices to departments. Remedial Coaching for Needy students are arranged.
 New initiatives of Directorate of Collegiate Education , Govt of Kerala to cater to the needs of all category of students as WWS, SSP & ASAP.

5.2 Efforts made by the institution for tracking the progression

* Tutors maintain contact of their wards and document regularly
 * Alumnae corner in the college website
 * Social networks, Report cards maintained by the tutor. Atleast one PTA meeting held in each semester . Necessary steps are taken based on the feedback from parents

5.3 (a) Total Number of students

| UG | PG | Ph. D. | Others |
|------|-----|--------|--------|
| 1380 | 189 | 4 | - |

(b) No. of students outside the state

UG-7; PG-1

(c) No. of international students

-

| No | % |
|----|---|
| - | - |

Men

| No | % |
|----|-----|
| | 100 |

Women

| Last Year | | | | | | This Year | | | | | |
|-----------|-----|----|-----|-----------------------|-------|-----------|-----|----|------|-----------------------|-------|
| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OB C | Physically Challenged | Total |
| 594 | 211 | 53 | 636 | - | 1494 | 687 | 220 | 56 | 606 | - | 1569 |

Dropout % 0.66%

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

- SC/ST students are given coaching classes for Bank tests and PSC tests at the alumnae block through SC Empowerment Programmes.

No. of students beneficiaries 94

5.5 No. of students qualified in these examinations

| | | | | | | | |
|-------------|---|-----------|----|------|---|--------|----|
| NET | 8 | SET/SLET | 18 | GATE | 9 | CAT | 14 |
| IAS/IPS etc | - | State PSC | 12 | UPSC | 3 | Others | - |

5.6 Details of student counselling and career guidance

CAREER GUIDANCE AND PLACEMENT CELL

| Category of Activity | Activity undertaken | Number Organised |
|---------------------------------|--|------------------|
| Awareness Programmes | *Awareness Programme in Zero Balance a/c and Savings Scheme for students *Awareness on Various Career Options for students *Awareness talk on 'Road Safety' *Career options for students in International BusinessIntegrated Logistics and supply Chain Management. *Awareness camp on Road Safety Measures *Awareness talk on "Career Guidance" was conducted for the final year UG and PG students | 6 |
| Personality Development Classes | "Inter Personal Skills and Soft Skills" for the final year students. *Lecture session on "Communication Skill, Stress Management and Team Work" | 2 |
| Seminars Organised | *Seminar on " Job Oppurtunities in IT Industry for II DC and III DC Computer Science students. *IT Trends And Career Opportunities" to II DC Students *A demo class was given on JAVA to III DC and II DC BSc. Computer science students *Women Entrepreneurship Development Programme of Micro Small and Medium Enterprises, Dept. of Science And Technology, Govt. of India organized by National Institute for Micro Small and Medium Enterprises (organization of Ministry of MSME ,Govt. of India) in association with Flory and Agricultural Trust of Kerala, Palakkad was organized for science post graduate students. | 4 |
| Tests for students on Aptitude | Online test for testing the aptitude of students in association with SAP Labs, India | 110 |

No. of students benefitted

5.7 Details of campus placement

| <i>On campus</i> | | | <i>Off Campus</i> |
|---------------------------------|---------------------------------|---------------------------|---------------------------|
| Number of Organizations Visited | Number of Students Participated | Number of Students Placed | Number of Students Placed |
| 2 | 130 | 54 | 77 |

5.8 Details of gender sensitization programmes

Social Service League

- Seminar on the influence of media
- Awareness class on Domestic Violence Act
- Talk on “Economic empowerment of women”
- Class on judicial use of “mobile, internet, cyber crime”
- Workshop on “literary media”
- A class on the Right To information Act
- A Class on “mobile, internet, cyber crime” was taken by Fr. Jolly Vadakkan

Women Development Cell

- A talk on "Women Empowerment" by Circle Inspector Nirmala, Women's Cell, Palakkad
- A Breast Cancer Awareness Programme by Dr. Subash and Dr. Priyadharshini of Thangam Hospital
- A talk on Domestic violence act by Ms R.S. Sreelatha, Women Protection Officer, Palakkad.
- A talk by Sr. Deepthi CMC on Physical and Mental Health of women.
- Women Development Cell in collaboration with Campus Ministry and Social Service League also conducts ‘Chavara Darsan’, a skill development programme for the students of the college. The programme includes training classes for defensive arts, classical music, dance and instrumental music.
- Interactive Session on Women Empowerment – Fundamental Rights and Duties by Justice Kurian Joseph, Judge, Supreme Court, India

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

SPORTS

Major activities during the year:

Our College hosted university inter-zone softball, ball badminton and Kho-Kho championships .Sports convocation was conducted and cash awards for medal winners were distributed .

A synthetic Long Jump Area was constructed under the financial assistance from National Games Secretariat, Govt, of Kerala.

The college hosted Run Kerala Run.

Ms.Jisha VV, represented India in the Junior World Athletic Championship held at USA.

‘Best college award in Sports and Games’ was awarded to our institution by University of Calicut.

‘Star of India Award’ In Ball badminton was secured by Sandhya K K

New meet record was created by Thara M D in 10000 m race and Rajna H in javelin throw in the university meet.

5.10 Scholarships and Financial Support

| | Number of students | Amount |
|---|---------------------------|---------------|
| Financial support from institution | 4 | 6750 |
| Financial support from government | 63 | 379600 |
| Financial support from other sources | - | - |
| Number of students who received International/ National recognitions | - | - |

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level 2 National level - International level -

COLLEGE UNION

Anti Alcohol Campaign, Principal's Feast were celebrated by the union with variety entertainments
Cultural Fest "Vyuha 2k15" was organized.
Fine Arts day competitions "Shrishti" was also co-ordinated by the College Union

FAIRS & EXHIBITIONS

Photo Exhibition "FOTOART 2014" was organized to display the photographs of the students in photography Club

An Exhibition Commemorating Canonization of St.Chavara and St.Euphrasia was organized.

Fairs were organized in connection with Mercy Day, Carmel Day, Mission Day and Christmas celebration.

Food Fest "aah..enthu ruchi" was organised by NSS Volunteers

Model Parliament conducted by Shri Shafi Parambil MLA, Palakkad

5.12 No. of social initiatives undertaken by the students 21

5.13 Major grievances of students (if any) redressed:

The major complaints that have been addressed by the Grievance Redressal Cell: 1. The students complained about inadequate drinking water supply in the campus. This has been addressed by fixing water coolers/ purifiers in the campus. 2. There was common sustained regular request from the students to open the library earlier and it was redressed by opening the library at 8.30am. 3.A suggestion for a change in the uniform pattern was made, by the introduction of an overcoat but it was not introduced as majority of the students were against the suggestion.

(Additional Information)

Other Student Oriented Programmes conducted :

| Category of the Activity | No. of Programmes |
|--------------------------|-------------------|
| Orientation Programmes | 7 |
| Motivational Class | 4 |
| Awareness Programmes | 5 |

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

Academic excellence, development of skills and character formation based on love of God and service of man as modeled in Jesus Christ. The College also aims at training women for the service of God and humanity.

Mission

- To become a center par excellence.
- To provide value- based education.
- To promote quality education aimed at global competence.
- To ensure an integrated development of individuals.
- To empower women through education.

6.2 Does the Institution has a management Information System

All the councils in the Institute have senior faculty members as participants who plan, implement and evaluate various academic activities of the College. Council meetings are held twice every month and staff meetings once in a month. Such meetings enable the Management to discuss , suggest and interact with the faculty fruitfully.

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

6.3.1 Curriculum Development

The college being affiliated, curriculum development is done by University.

The department of Zoology is offering a certificate course, diploma, and advanced diploma in Bioinformatics to enrich the curriculum. No new certificate courses introduced in the current year.

6.3.2 Teaching and Learning

Orientation programmes are provided to the faculty for their professional development. An ambience for learning is created in the campus by constant up gradation of learning resources to meet the academic requirements. The library functions as a major learning support service and is continuously updated. The Library Committee organizes several contact classes for the students to develop a reading culture. To ensure that academic excellence across all categories of students: tutorial, mentoring,

advanced learners catering to slow learners, peer teaching, bridge courses, remedial courses, etc practiced . The feedback of the students and suggestions of the stakeholders are given serious considerations. Value education and extension programmes are made part of the curriculum

6.3.3 Examination and Evaluation

In a semester two internal exams are conducted by college and the internal grades are published. Evaluation done via assignments, projects, seminars are considered for Continuous Internal Assessment. End semester examinations are conducted by University.

6.3.4 Research and Development

The Institution has three Journals with ISSN No. ---*Pursuits*, *Scientia* and *JiggyAsA*. The Institution promotes Research through a. Research Centre for Comparative Studies (Department of English) and b. Mercy Research Forum. The Research Centre organizes Research Forum meetings and Research Advisory Committee meetings which are attended by all the Research scholars and PG students. Besides this, the Centre has formed a Research Committee which conducts various programmes to promote research. Classes on Methodology of writing Research Papers are also conducted each year.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library

The central library is a major learning resource and has an impressive collection of books, periodicals, magazines, digital resources, and audio visual collections. All the resources are catalogued and the functioning of the library is fully automated. It has access to INFLIBNET facility also. Most of the Departments have their own library to cater to immediate requirements.

ICT

Smart interactive boards installed in all departments.

The Departments are also equipped with computers, printers, Wifi and internet connectivity, LCD projector, and so on.

The other facilities provided are TV, tape recorder, digital camera, video camera, and so forth.

Internet facility is made available to the students through the new computer lab.

6.3.6 Human Resource Management

All curricular and co-curricular activities utilize man power optimally. The staff is recruited as per the Kerala Government service norms. There are 53 teachers under the Government pay roll, 35 guest faculty members cater to the self-financing courses. In addition the Management pays the salary to self financing teaching staff & non teaching and technical staff.

6.3.7 Faculty and Staff recruitment

Appointments are made according to the rules of the Collegiate Education, Kerala Government. The vacancies that arise in the general merit quota, as well as in community merit quota are advertised separately in leading dailies, sufficiently in advance. The interview panel comprises of a subject expert, a Government nominee, the manager and a representative of the management. The interview is conducted transparently to facilitate selection of the most competent candidate. In the current year, 3 permanent faculty and 35 guest faculty were appointed.

6.3.8 Industry Interaction / Collaboration

Though the Institution does not have direct industrial collaboration, students from certain departments interact with industries to complete their academic projects. The major industrial interactions include those with IRTC Mundur, District Hospital, Kerala State Health Department etc. Visits and research interactions with various industries and research institutions are carried out on a regular basis by students. The departments organise seminars, conferences and various programmes in collaboration with such agencies.

6.3.9 Admission of Students

The process of admission was revamped by this strictly in accordance with the University and State Government norms. The eligibility criteria, dates for distribution and collection of application forms, publication of rank list that includes confirmed list and waiting list, admission notification and date for the completion of admission process, are all decided by the University. Currently single window admission system is used by Calicut University

The Admission Committee in the College coordinates the entire process. The Committee comprises the Principal, Vice Principal, Office Superintendent, Coordinator, Joint Coordinator and ten staff members. On the day of the admission, students whose admission has been confirmed meet with the Principal and tutor for a personal interview. All the necessary documents and mark list are verified and the candidate is admitted after payment of fees. They are required to present a detailed resume to the tutor. An orientation programme is conducted for the students and their parents

6.4 Welfare schemes for

| | |
|--------------|---|
| Teaching | Hostel Facility for Staff, Creche, Canteen, Store, Salary advance to Guest Faculty, onam and Christmas allowances to guest faculty, Wards of staff are given admission to courses of their choice in the college. |
| Non teaching | Welfare Schemes for marriage, House Construction , Medical aid, Creche, Canteen, Store, |
| Students | Institutional Scholarships, Freeships, Fund to deserving students for cultural activities, Distribution of Sewing Machines |

6.5 Total corpus fund generated

Rs.64430394/-

6.6 Whether annual financial audit has been doneYes ☒No ☐**6.7 Whether Academic and Administrative Audit (AAA) has been done?**

| Audit Type | External | | Internal | |
|----------------|----------|--------|----------|-----------|
| | Yes/No | Agency | Yes/No | Authority |
| Academic | Yes | CAs | Yes | HODs |
| Administrative | Yes | CAs | Yes | |

All financial aids both central govt. funded and state govt. funded are audited periodically by AGs and DD office

6.8 Does the University/ Autonomous College declares results within 30 days?**For UG Programmes**Yes ☐No ☒**For PG Programmes**Yes ☐No ☒**6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?**

NA

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

NA

6.11 Activities and support from the Alumni Association

The Alumnae association held a reception for the outgoing students to formally welcome them to its fold on 6 March 2014. The general Body meeting was held on 12 July 2014. Alumnae members gathered together to celebrate Christmas on 17 December 2014.

The association continues to run an STD booth and Instant Coffee facility in the campus.

Under the Golden Jubilee Edu-health Project, financial help was extended to an old-student suffering from cancer.

Coaching classes in tailoring and stitching are being held in the Alumnae Block as part of the “Chavara darsan” programme and also SC Empowerment Programme.
SC/ST students are given coaching classes for Bank tests and PSC tests at the alumnae block as a part of SC Empowerment Programme

6.12 Activities and support from the Parent – Teacher Association

The PTA of the College has extended financial support for infrastructural expansion, scholarships and awards to honour the achievers among students and staff. The PTA continues to be a strong source of support in the functioning of the College. The PTA felicitates proficiency prize winners, Inter zone winners and achievers in sports and Games. The PTA sponsors free uniforms which are distributed to deserving students. The PTA also supervises the working of the College Canteen.

Another distinct support system of our institution-SAM

Another initiative of our institution is the Souhridha Association of Mercy (SAM) which acts as a link between retired faculty and the College. The Association meets regularly at the end of each Academic year to evaluate the activities of the institution in general and SAM in particular. The retired staff renders their help as and when required.

6.13 Development programmes for support staff

The faculty is sent for workshops and conferences organized by the UGC or other Institutions. Regular training programmes are organized for the entire faculty two times a year. The non teaching staff is also provided with various orientation programme. The management also provides financial support for their welfare.

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

The campus provides a green ambience to the students with well maintained botanical and ornamental gardens. The College takes care to maintain a green campus. There are well-maintained gardens such as Herbal garden, medicinal garden and two vegetable gardens within the campus. Apart from this, there are coconut groves and banana plantations, seasonal fruit bearing trees etc. within the College premises.

- As part of the Jubilee celebrations the College planted saplings in the campus.
- LED Lights/ Energy efficient fluorescent bulbs are used to reduce carbon dioxide emissions.
- A Biogas and a Gobar gas unit have been installed in the campus as a move by the Institution towards use of renewable energy sources in collaboration with Suchitwa Mission.
- Harvested rain water is utilized for practical classes in the Chemistry laboratory.

- A novel project currently undertaken by the Department of Physics (funded by BRNS, Department of Atomic Energy, Mumbai), on Dye Sensitized Solar Cell (DSSC) explores the possibility of using low cost solar cell for conversion of solar energy to electricity.
- Vermicomposting of kitchen and garden wastes. Solid waste management through windrow composting.
- Shanthisthal (Hortus Clementia), a Biodiversity park established by the Department of Botany is monitored by Kerala State Biodiversity Board, is a natural laboratory for Bio-diversity studies in flora.
- The Clementia specimen park also aims to provide a refuge to rare, endangered plant species.
- A Nakshatravanam has been established inside the specimen park with twenty seven medicinal plants.
- A seminar on Biodiversity was conducted by the resource person Sri. Ajaykumar, Project Director, Tiger Research Centre, Parambikulam
- Used papers are made use of by the college office for college documentation.
- A Plastic free campus is encouraged by the Institution.
- Eco-club of the Chemistry department deals with various environmental issues and its Management.
- Sensitization talks on e-waste management are arranged in the campus as a part of curriculum.

Criterion – VII

7. Innovations and Best Practices

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

- WiFi and Smart Class introduced to promote ICT based Teaching and Learning Process
- Initiation and execution of Kerala Govt assisted Programmes as WWS, SSP and ASAP to increase the competency level among students
- Chavara Dharshan Programmes to increase the life skills among students
- MP and MLA funded Computer Lab with Back up and internet Connectivity

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

- Golden Jubilee Celebrated
- New Courses introduced
- Enrichment of curriculum was done by introduction of new skill development courses
- Smart board installation was done in the departments and campus was made a WiFi Campus.
- E-learning resources added to the library
- Research equipments to be purchased under DST FIST Scheme proposed.
- Campus made eco-friendly

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

- Social Service League

Women Development Cell in collaboration with Campus Ministry and Social Service League also conducts 'Chavara Darsan', a skill development programme for the students of the college. The programme includes training classes for defensive arts, classical music, dance and instrumental music.

- Sports- Stronger, Faster, Higher

The College promotes sports and games at the college, university, state, national and international levels. The institution has also taken much efforts groom outstanding sports women over the years.

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

7.4 Contribution to environmental awareness / protection

The College takes special efforts to instill environmental awareness among students. Extensive plantation programme are organised by NSS, Botany, Zoology departments, Nature Club etc to increase greenery and reduce carbon emission effects. Renovation of garden and conduct of various awareness programmes create environmental awareness and conservation of bio-diversity among students and public.

- The NSS volunteers of the college initiated organic farming in the college campus in oct.2014. Organised rally and awareness camp on hazards of plastics on 5 July 2015
- Cleaned campus and planted sapling in association with Social Forestry Mission Palakkad.
- A medicinal garden is maintained by the department of chemistry as a part of the minor project and it includes valuable rare plants collected from Attapadi and Vaalillapuzha.
- As a part of “Green Canopy” programme an initiative to extend their green roots into society, the students of zoology planted sapling along the Thirunellai Road
- Distribution of vegetable seeds to students and staff of the college in association with KFRI Peechi was done by Nature Club to promote Organic Kitchen Farming in houses.
- Workshop on Western Ghats and education in collaboration with WWF-India was conducted in November 2014 for teachers in charge of Green clubs in schools and college by Nature club.
- To unravel the importance of Silk world an Awareness programme on Silk Mark and process of Silk production in industry was exhibited by Silk Mark Organisation of India, Palakkad in association with Botany and Zoology Departments of Mercy College Palakkad.
- PG and UG students of our college participated in Green Expo 2014 organised by in association with Department of Forest, Palakkad, IRTC Mundur, Prakriti Jeevanam , Palakkad at Govt. Victoria College Palakkad
- National workshop entitled Palakkadinte Karshika Samskrithiyum Parambaryavum was held by Department of Botany in collaboration with Ministry of Environment and Forest as a part of National environmental Awareness campaign Jan 2014.
- Department of Botany also conducted a National seminar on Biodiversity of cryptogram in South India in Dec 2014
- Faculty of the College also under took projects relating to environmental issues and published a paper in journals and presented them in seminar/conference
 - Ichthyofannal division of Bharathapuzha River
 - Impact of Domestic sewage pollution on Zooplankton Diversity in Bharathapuzha
 - Physico chemical and biological study on lentic H₂O bodies of Palakkad district, Kerala
 - Pollutant Accumulation tolerance of Vetivers in bioremediation.
- As part of Swatch Bharat Mission Campaign Every Friday students clean their class rooms

7.5 Whether environmental audit was conducted? Yes ☐ No ☒

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

| Strength | Weakness | Opportunities | Challenge |
|--|--|--|---|
| <ul style="list-style-type: none"> The only aided women's college in Palakkad Research oriented Staff Mobilization of external research funds. Publication of Research journal Encouragement towards sports and games | <ul style="list-style-type: none"> Lack of adequate aided Post graduate programmes and Research Centres. Lack of space for research lab development Lack of consultancy services Lack of job oriented vocational courses | <ul style="list-style-type: none"> Introducing PG course. Strengthening infrastructure Offering short term career orientation courses and add on courses. | <ul style="list-style-type: none"> Mobilizing fund for research from International Agencies & Organizations. Government/university regulations. |

8. Plans of institution for next year

Future Plans :

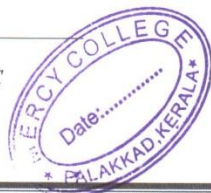
- Introducing post graduate programme in Zoology & History.
- Offering short term Academic and Skill training Programmes.
- To upgrade the mode of conduct of Value Education Classes
- Enhance implementation of ICT in Teaching & Learning Process
- Mobilizing fund for research from International Agencies & Organizations.
- To enhance career placements in the campus
- To conduct sponsored seminars and workshops.
- Strengthening the infrastructure for research.
- To inculcate research aptitude among students

Name DR. R. GIEGS

Name DR. SR. LILLY P.V.

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC



PRINCIPAL
MERCY COLLEGE
Palakkad - 678 006

Annexure I

ACADEMIC CALENDAR 2014-15 June 2014

| Date | Day | | Particulars |
|------|-------|---|--|
| 1. | Sun | H | |
| 2. | Mon | | College Reopens after summer holidays |
| 3. | Tue | | Staff council Meeting |
| 4. | Wed | | |
| 5. | Thurs | | World Environment day celebrations – NSS |
| 6. | Fri | | |
| 7. | Sat | | |
| 8. | Sun | H | |
| 9. | Mon | | Orientation for students; Smart Class Orientation for Staff |
| 10. | Tue | | Staff Council Meeting; Orientation on Social Issues for students |
| 11. | Wed | | Career Guidance cell –awareness programme |
| 12. | Thurs | | Orientation for PG students |
| 13. | Fri | | Women Sensitization Programme by SSL; Orientation for on Youth Leadership for a Better World |
| 14. | Sat | H | |
| 15. | Sun | H | |
| 16. | Mon | | Soft Skill Development Programme by Career Guidance Cell |
| 17. | Tue | | |
| 18. | Wed | | |
| 19. | Thurs | | Staff Council Meeting |
| 20. | Fri | | |
| 21. | Sat | | |
| 22. | Sun | H | |
| 23. | Mon | | |
| 24. | Tue | | |
| 25. | Wed | | |
| 26. | Thurs | | |
| 27. | Fri | | |
| 28. | Sat | | |
| 29. | Sun | H | |
| 30. | Mon | | |

July 2014

| Date | Day | | Particulars |
|-------------|------------|----------|--|
| 1. | Tue | | Golden Jubilee Valedictory Celebrations- Visit by Governor of Kerala |
| 2. | Wed | | |
| 3. | Thurs | | |
| 4. | Fri | | Staff Council meeting |
| 5. | Sat | | |
| 6. | Sun | H | |
| 7. | Mon | | |
| 8. | Tue | | |
| 9. | Wed | | |
| 10. | Thurs | | |
| 11. | Fri | | |
| 12. | Sat | H | |
| 13. | Sun | H | |
| 14. | Mon | | |
| 15. | Tue | | V Sem Ist internal Exam begins; NSS volunteers meeting with Pirayari Panchayath members |
| 16. | Wed | | Inauguration of Pirayari as Shishu Souhrdha Panchyath by NSS Unit ; Musical Symphony Orchestra- Carmel Day Celebration |
| 17. | Thurs | | Career Guidance Cell- Free Demonstration Class for Students |
| 18. | Fri | | |
| 19. | Sat | | |
| 20. | Sun | H | |
| 21. | Mon | | |
| 22. | Tue | | Inauguration of Golden Jubilee Block by Sri CM. Oommen Chandy, Hon`ble CM , Kerala State |
| 23. | Wed | | |
| 24. | Thurs | | |
| 25. | Fri | | Commerce Dept. Merit Day Celebration |
| 26. | Sat | H | Karkidaga Vavu |
| 27. | Sun | H | |
| 28. | Mon | | |
| 29. | Tues | | |
| 30. | Wed | | |
| 31. | Thurs | | |

August 2014

| Date | Day | | Particulars |
|-------------|------------|----------|--|
| 1. | Fri | | Talk on Cancer Awareness- Women Cell |
| 2. | Sat | | |
| 3. | Sun | H | |
| 4. | Mon | | |
| 5. | Tue | | |
| 6. | Wed | | Inaugn of Cine Forum |
| 7. | Thurs | | |
| 8. | Fri | | Staff Council Meeting |
| 9. | Sat | H | |
| 10. | Sun | H | |
| 11. | Mon | | |
| 12. | Tue | | Workshop on Protection of Child Rights |
| 13. | Wed | | Staff Council meeting |
| 14. | Thurs | | Spot Admission .Independence Day Celebrations |
| 15. | Fri | H | Independence Day |
| 16. | Sat | | |
| 17. | Sun | H | |
| 18. | Mon | | |
| 19. | Tue | | |
| 20. | Wed | | Workshop on exp EYES- Dept. of Physics: Inaugn of Nature Club |
| 21. | Thurs | | |
| 22. | Fri | | Intercollegiate Paper Presentation Competition-Dept. of English Staff Council meeting |
| 23. | Sat | | Workshop on Android Software-BCA and B.Sc., Comp. Sci |
| 24. | Sun | H | |
| 25. | Mon | | Staff Council meeting |
| 26. | Tues | | Seminar on Cyber Crime and related threats |
| 27. | Wed | | Workshop on Media Literacy |
| 28. | Thurs | | Awareness on RTI Act 2005 ; Fresher`s Day Celebration – Student Union |
| 29. | Fri | | Model Parliament I Internal for I Semester and II internals for III and V semesters |
| 30. | Sat | | |
| 31. | Sun | H | |

September 2014

| Date | Day | | Particulars |
|------|-------|----------|--|
| 1. | Mon | | |
| 2. | Tue | | |
| 3. | Wed | | Principal's Day and Teacher's Day Celebrations |
| 4. | Thurs | | College Union Election Onam Celebrations for Teacher`s and Students |
| 5. | Fri | | Onam holidays begin |
| 6. | Sat | H | Ist Onam |
| 7. | Sun | H | Thiruvonam |
| 8. | Mon | H | III Onam |
| 9. | Tue | H | IV Onam |
| 10. | Wed | | |
| 11. | Thurs | | |
| 12. | Fri | | |
| 13. | Sat | H | |
| 14. | Sun | H | |
| 15. | Mon | H | Sri Krishna Jayanthi |
| 16. | Tue | | Staff Council meeting College reopens after onam holidays Consecration of the Sacred Heart |
| 17. | Wed | | Talk on Interpersonnel skills and Soft Skills- Career Guidance Cell |
| 18. | Thurs | | Training Session on Leadership & Communication Skills |
| 19. | Fri | | Training in EQ Management |
| 20. | Sat | | Training in Cognitive Skills |
| 21. | Sun | H | |
| 22. | Mon | | Staff Council meeting |
| 23. | Tues | | Union Inauguration; Mercy Day Celebrations |
| 24. | Wed | | Camera Club – Orientation Programme |
| 25. | Thurs | | Career Orientation Class by Career Guidance Cell |
| 26. | Fri | | |
| 27. | Sat | | |
| 28. | Sun | H | |
| 29. | Mon | | Internal exams begin |
| 30. | Tues | | Calicut University Intercollegiate Kho-Kho Championship Hosted |

October 2014

| Date | Day | | Particulars |
|-------------|------------|----------|--|
| 1. | Wed | | Calicut University Intercollegiate Kho-Kho Championship Hosted : Awareness Class on PWDV Act 2005. |
| 2. | Thurs | H | Gandhi Jayanthi, |
| 3. | Fri | H | Vijayadashami |
| 4. | Sat | | |
| 5. | Sun | H | |
| 6. | Mon | | |
| 7. | Tue | | |
| 8. | Wed | | |
| 9. | Thurs | | |
| 10. | Fri | | Observation of International Day of the Girl Child |
| 11. | Sat | H | Orientation programme by NSS |
| 12. | Sun | H | |
| 13. | Mon | | Staff Council meeting |
| 14. | Tue | | |
| 15. | Wed | | |
| 16. | Thurs | | Seminar on Progress and prospects in Biotechnology, Inaugn of Research Club –Dept of Biotechnology |
| 17. | Fri | | |
| 18. | Sat | | |
| 19. | Sun | H | |
| 20. | Mon | | |
| 21. | Tues | | Mission Day celebrations |
| 22. | Wed | H | Deepavali |
| 23. | Thurs | | Arts Festival |
| 24. | Fri | | Arts Festival |
| 25. | Sat | | Arts Festival |
| 26. | Sun | H | |
| 27. | Mon | | |
| 28. | Tues | | Staff Council meeting |
| 29. | Wed | | Inaugn of Physics Association |
| 30. | Thur | | |
| 31. | Fri | | Work shop on research writing – Dept. of English |

November 2014

| Date | Day | | Particulars |
|-------------|------------|----------|--|
| 1. | Sat | | |
| 2. | Sun | | |
| 3. | Mon | H | Muharram |
| 4. | Tue | | IV semester classes begin |
| 5. | Wed | | Food fest- NSS, Keralapiravi celebrations |
| 6. | Thurs | | Seminar –Archeology by Dept of History |
| 7. | Fri | | |
| 8. | Sat | H | |
| 9. | Sun | H | |
| 10. | Mon | | |
| 11. | Tue | | |
| 12. | Wed | | |
| 13. | Thurs | | |
| 14. | Fri | | Children's Day celebrations by District Social Welfare Board |
| 15. | Sat | | |
| 16. | Sun | H | |
| 17. | Mon | | Staff Council meeting |
| 18. | Tues | | Research Forumn- Meeting, Seminar in association with Malayalam Ikyavedi- Dept of Malayalam |
| 19. | Wed | | |
| 20. | Thurs | | IV semester university exam begin |
| 21. | Fri | | International seminar- Contemporary American literature, trends and Prospects- Dept of English |
| 22. | Sat | | International seminar- Contemporary American literature, trends and Prospects- Dept of English- II Day |
| 23. | Sun | H | |
| 24. | Mon | | Parents Meeting -ASAP |
| 25. | Tues | | Anusmaranam- St Chavara, St Euphrasia Programme by Silk Mark- Depts of Zoology, Botany |
| 26. | Wed | | Workshop on Basic experiments in Physics- Dept of Physics |
| 27. | Thur | | Workshop on Western Ghats- Dept of Botany |
| 28. | Fri | | I Semester II Internal exam begins |
| 29. | Sat | | |
| 30. | Sun | H | |

December 2014

| Date | Day | | Particulars |
|-------------|------------|----------|---|
| 1. | Mon | | |
| 2. | Tue | | |
| 3. | Wed | | Research forum- orientation for arts students |
| 4. | Thurs | | VI Semester classes begin Research forum- orientation for science students |
| 5. | Fri | | Faculty Development Programme - IQAC |
| 6. | Sat | | Faculty Development Programme – IQAC II Day |
| 7. | Sun | H | |
| 8. | Mon | | Seminar on Insurance- Dept of Commerce |
| 9. | Tue | | |
| 10. | Wed | | Staff Council meeting National Seminar on Biodiversity of Cryptogram in South India- Dept of Botany Awareness Programme- Filariasis |
| 11. | Thurs | | Seminar on Higher education and career opportunities abroad- CG Cell |
| 12. | Fri | | IQAC National Seminar on web application in teaching learning |
| 13. | Sat | H | |
| 14. | Sun | H | |
| 15. | Mon | | |
| 16. | Tues | | |
| 17. | Wed | | |
| 18. | Thurs | | Christmas day Celebrations- staff and students |
| 19. | Fri | | Orientation programme for teachers |
| 20. | Sat | | |
| 21. | Sun | H | |
| 22. | Mon | | |
| 23. | Tues | H | Sub-committee meeting – FCC/SPC/Crèche |
| 24. | Wed | | |
| 25. | Thur | H | |
| 26. | Fri | | |
| 27. | Sat | | |
| 28. | Sun | H | |
| 29. | Mon | | Arthasastra-Intercollegiate quiz competition- Dept of Economics |
| 30. | Tues | | |
| 31. | Wed | | |

January 2015

| Date | Day | | Particulars |
|-------------|------------|----------|--|
| 1. | Thurs | | New Year |
| 2. | Fri | | |
| 3. | Sat | | |
| 4. | Sun | H | |
| 5. | Mon | | Seminar-Synthetic Multivalent and Homocompatible inhibitor for polyphosphate and heparins- Dept of Chemistry |
| 6. | Tue | | |
| 7. | Wed | | Staff Council meeting ; VI semester I Internal exam begins |
| 8. | Thurs | | |
| 9. | Fri | | SAP online test for BSc students- CG Cell |
| 10. | Sat | H | |
| 11. | Sun | H | Interactive session on Women empowerment – fundamental rights and duties- Dept of Commerce |
| 12. | Mon | | Staff Council meeting |
| 13. | Tues | | |
| 14. | Wed | | Career guidance session- Opportunities in Commerce- Dept of Commerce National Youth week celebrations-NSS Quiz competition - NSS |
| 15. | Thurs | | |
| 16. | Fri | | Paper presentation competition- Research forum |
| 17. | Sat | | A carnival –Vyuha 2k15- College union |
| 18. | Sun | H | |
| 19. | Mon | | Interdepartmental general quiz competition- Dept of English |
| 20. | Tues | | Staff Council meeting ; Run Kerala Run |
| 21. | Wed | | Mathematics quiz competition- Dept of Maths Inauguration of ASAP training |
| 22. | Thur | | I and IV semesters I internal exam begins |
| 23. | Fri | | Type writing demonstration class |
| 24. | Sat | | Seminar on Bio diversity |
| 25. | Sun | H | |
| 26. | Mon | H | Republic day |
| 27. | Tues | | II semester internal exam begins |
| 28. | Wed | | UGC sponsored National Seminar on Prospective of women entrepreneurship in India- Dept of commerce SSL Day celebrations |
| 29. | Thurs | | Industrial visit- Dept of commerce Career Orientation for final years- CG Cell |
| 30. | Fri | | World Peace Day- 13 hours adoration |
| 31. | Sat | | |

February 2015

| Date | Day | | Particulars |
|-------------|------------|----------|---|
| 1. | Sun | H | |
| 2. | Mon | | SC Empowerment programme inauguration Career guidance session- C G Cell |
| 3. | Tue | | Seminar- Relevance of mathematics in science and arts- Dept of Maths |
| 4. | Wed | | Staff Council meeting Inspection for Autonomy Demonstration class on Stitching Contribution of books, entertainment program- NSS |
| 5. | Thurs | | Orientation on Career development- Computerscience students Talk on DV Act- Women Development Cell Talk on Tax procedure and practice for tax practitioners- Dept of Commerce |
| 6. | Fri | | Talk on Women Empowerment - Women Development Cell |
| 7. | Sat | | Workshop on Film making- Cine forum |
| 8. | Sun | H | |
| 9. | Mon | | Staff Council meeting Campus recruitment by Infosys- CG Cell |
| 10. | Tues | | |
| 11. | Wed | | Career guidance programme- CG Cell |
| 12. | Thurs | | |
| 13. | Fri | | |
| 14. | Sat | H | |
| 15. | Sun | H | |
| 16. | Mon | | |
| 17. | Tues | | |
| 18. | Wed | | Prize distribution for national game winners |
| 19. | Thur | | |
| 20. | Fri | | 51 college day celebrations |
| 21. | Sat | | |
| 22. | Sun | H | |
| 23. | Mon | | Staff Council meeting Foto Art- photo exhibition – camera club |
| 24. | Tues | | Seminar on Ragging- Vishwas |
| 25. | Wed | | KSTSTE Sponsored National Seminar- Wetland Conservation- Dept of Botany |
| 26. | Thurs | | VI semester II internal begins |
| 27. | Fri | | Staff Council meeting WWS Programme Union Valedictory and Merit Day |
| 28. | Sat | | Social service League Day |

March 2015

| Date | Day | | Particulars |
|------|-------|---|---|
| 1. | Sun | H | |
| 2. | Mon | | Orientation on Sex education and E-Literacy |
| 3. | Tue | | Motivation class and music therapy for facing day to day life ASAP-TPS Orientation |
| 4. | Wed | | Orientation on importance of time in life |
| 5. | Thurs | | Farewell party |
| 6. | Fri | | Lamp distribution and prayer |
| 7. | Sat | | |
| 8. | Sun | H | |
| 9. | Mon | | Talk on Personality Development- Dept of English Interview- ASAP Send off – final years |
| 10. | Tues | | Women's Day Celebrations |
| 11. | Wed | | Blood donation camp- Dept of zoology |
| 12. | Thurs | | |
| 13. | Fri | | |
| 14. | Sat | H | |
| 15. | Sun | H | |
| 16. | Mon | | II and IV semester UG II internals begins |
| 17. | Tues | | |
| 18. | Wed | | |
| 19. | Thur | | |
| 20. | Fri | | |
| 21. | Sat | | |
| 22. | Sun | H | |
| 23. | Mon | | |
| 24. | Tues | | |
| 25. | Wed | | Staff Tour |
| 26. | Thurs | | Staff Council meeting |
| 27. | Fri | | Valedictory session |
| 28. | Sat | | |
| 29. | Sun | | |
| 30. | Mon | | Send off to retiring staff SAM |
| 31. | Tues | | Prayer and bidding adieu to retiring staff College closes for summer vacation |

April 2015

| Date | Day | | Particulars |
|-------------|------------|----------|---|
| 1. | Wed | | College selected by Government for Autonomy |
| 2. | Thurs | | |
| 3. | Fri | | |
| 4. | Sat | | |
| 5. | Sun | H | |
| 6. | Mon | | |
| 7. | Tues | | |
| 8. | Wed | | |
| 9. | Thurs | | |
| 10. | Fri | | |
| 11. | Sat | H | |
| 12. | Sun | H | |
| 13. | Mon | | |
| 14. | Tues | | |
| 15. | Wed | | |
| 16. | Thurs | | |
| 17. | Fri | | |
| 18. | Sat | | |
| 19. | Sun | H | |
| 20. | Mon | | |
| 21. | Tues | | |
| 22. | Wed | | |
| 23. | Thurs | | |
| 24. | Fri | | |
| 25. | Sat | | |
| 26. | Sun | | |
| 27. | Mon | | |
| 28. | Tues | | |
| 29. | Wed | | |
| 30. | Thurs | | |

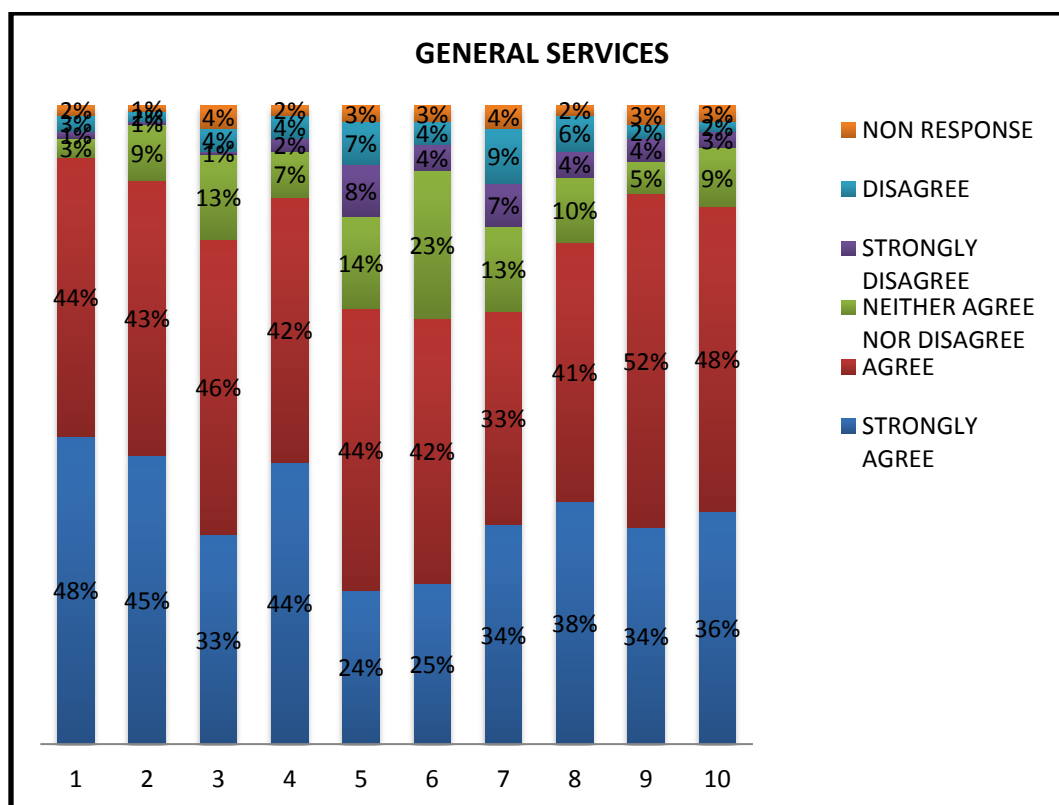
May 2015

| Date | Day | | Particulars |
|-------------|------------|----------|--------------------|
| 1. | Fri | | |
| 2. | Sat | | |
| 3. | Sun | H | |
| 4. | Mon | | |
| 5. | Tue | | |
| 6. | Wed | | |
| 7. | Thurs | | |
| 8. | Fri | | |
| 9. | Sat | H | |
| 10. | Sun | H | |
| 11. | Mon | | |
| 12. | Tues | | |
| 13. | Wed | | |
| 14. | Thurs | | |
| 15. | Fri | | |
| 16. | Sat | | |
| 17. | Sun | H | |
| 18. | Mon | | |
| 19. | Tues | | |
| 20. | Wed | | |
| 21. | Thur | | |
| 22. | Fri | | |
| 23. | Sat | | |
| 24. | Sun | H | |
| 25. | Mon | | |
| 26. | Tues | | |
| 27. | Wed | | |

FEEDBACK ANALYSIS (2014-15)

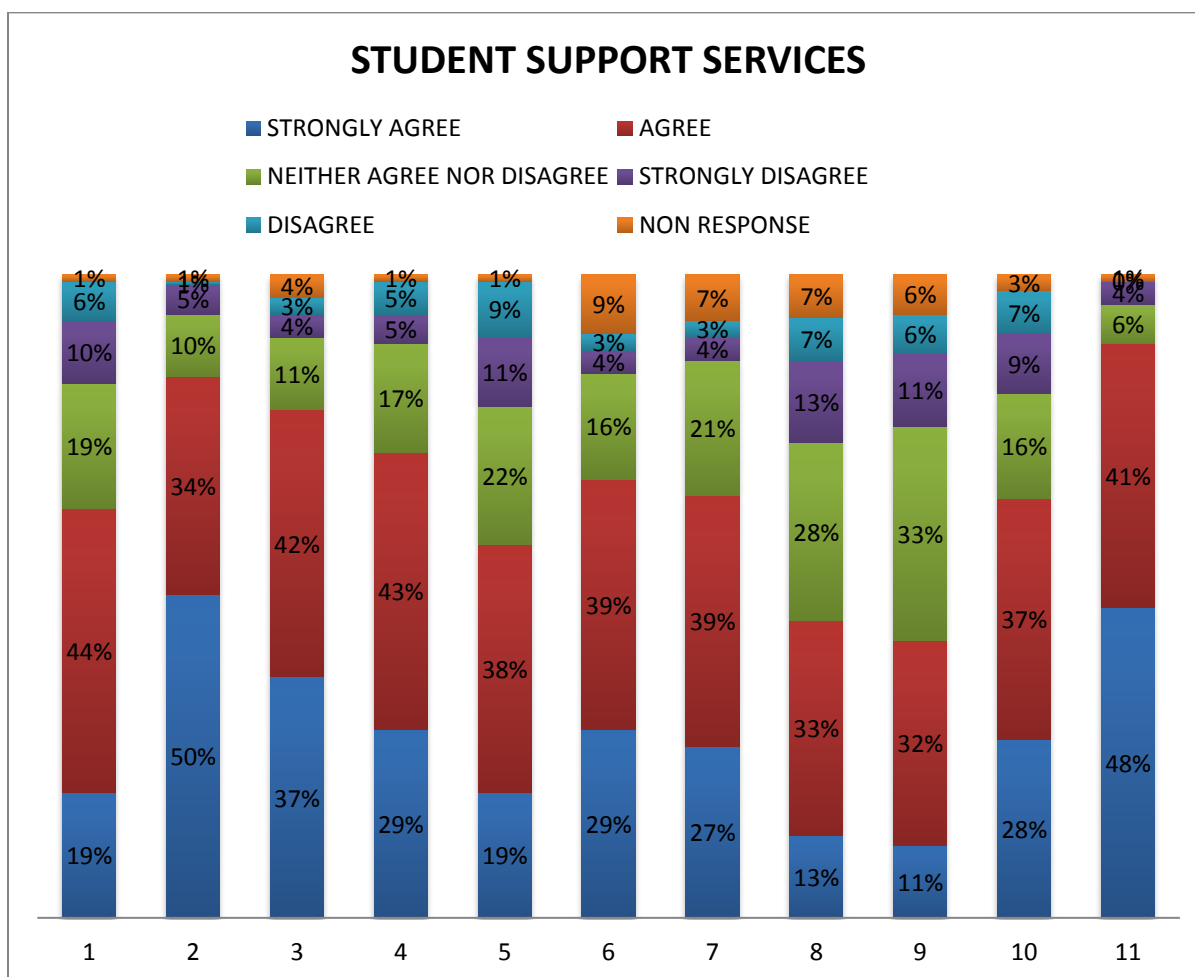
FEEDBACK FROM STUDENTS

The college has implemented a mechanism for manual collection and analysis of student feedback on the performance of the college. At the end of the year each student is given an opportunity to provide confidential feedback on various aspects of the college as 1. General facilities as a. classrooms, water, toilets, DTP and Xerox facility, role in goal orientation of students 2. Student Support Services as library books and e-resources, office procedures, Lab facility, hostel and food, store etc 3. offered by services of various clubs, cells, college union etc 4. Teacher quality, teaching learning assessment, research etc.



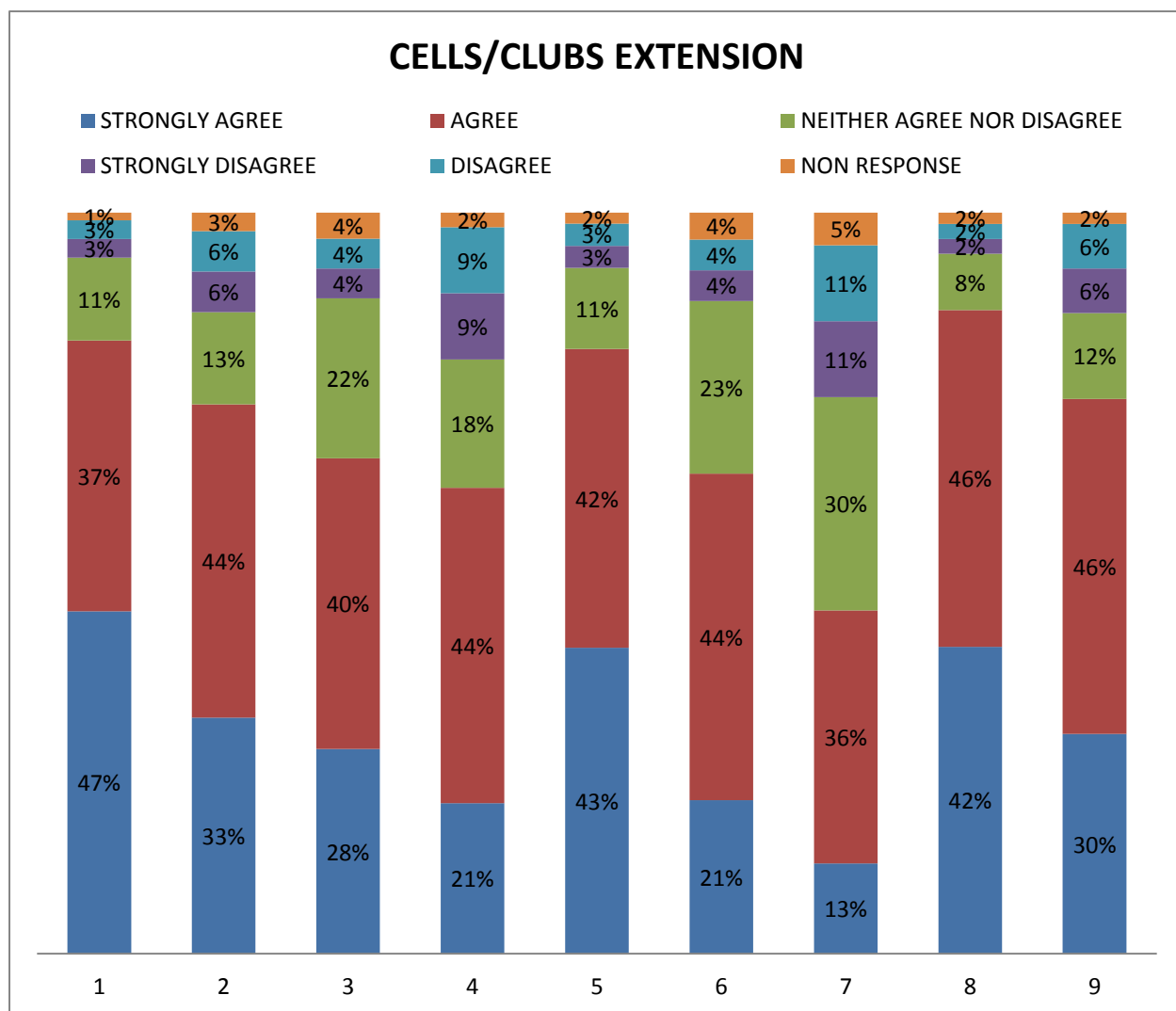
1-Campus 2- Drinking water 3-Classrooms 4-Power supply 5-Toilets/washrooms 6-Classroom accessibility for Disabled 7-internet facility 8- Xerox facility 9- Promotion of skills and promotion for women empowerment 10-Promotion of moral values and social responsibility

On analysis it is observed that about more than 85% of the students were satisfied with the general services provided in the college. It is found that few students were not satisfied with the class room facility, internet and toilet services provided.



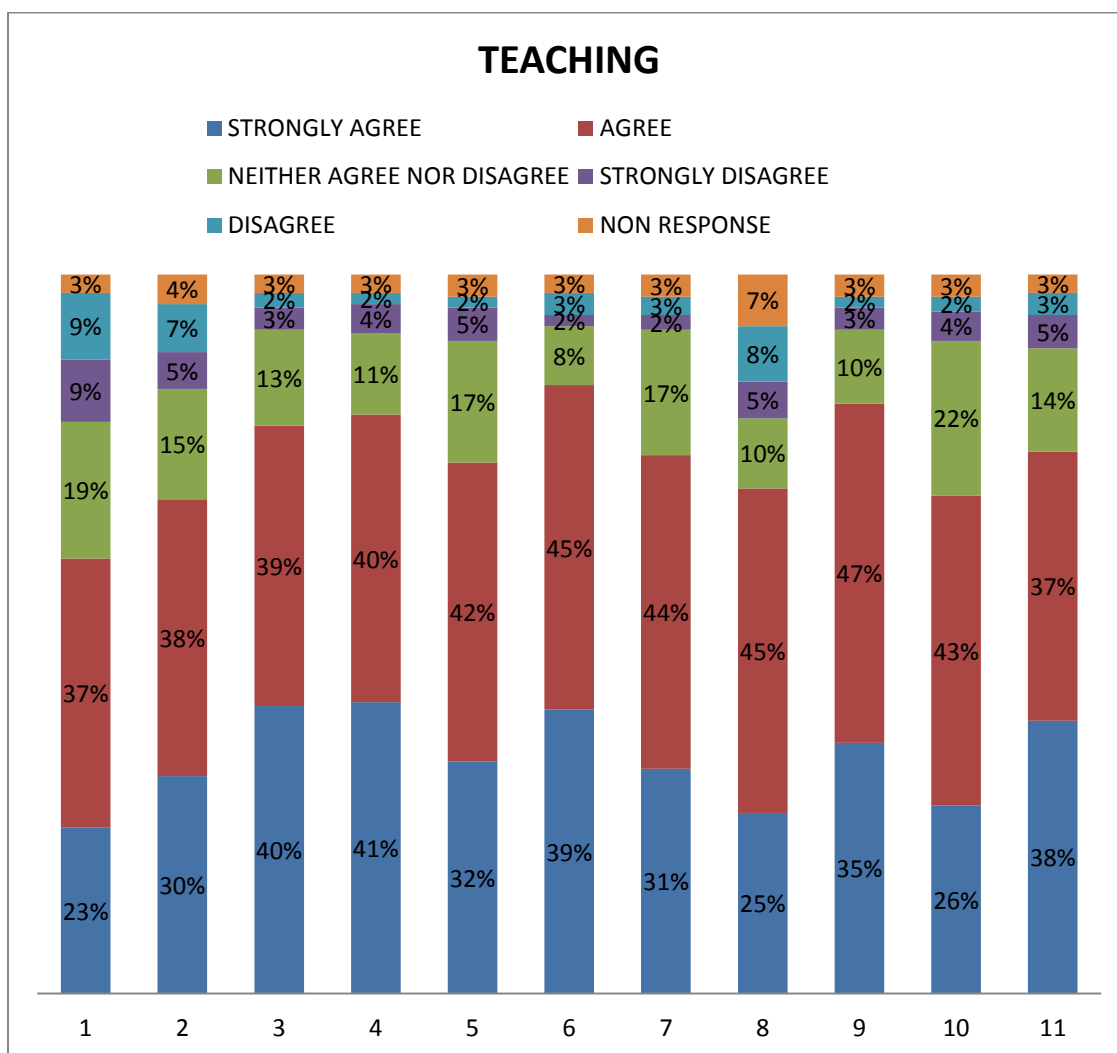
1-Library staff 2- Reference books 3- Eresources 4 – office procedures 5-office staff 6- equipment satisfying syllabus 7- Working condition of equipment 8- Hostel facility 9- Food in hostel 10 – Canteen 11-Stationery store.

On analysis it is observed that about most of the students were satisfied with the student support services offered in the college. There were dissatisfactory opinions regarding library facility, office, hostel, and food offered in the hostel.



1-NCC,NSS,SSL Services 2- Legal and Counselling services 3- Clubs (Women Development Cell, Nature Club, Cine Forum) 4-Career guidance cell) 5- Alumnae 6- PTA 7-Grievance Redressal Cell 8- Antiragging cell 9-College Union.

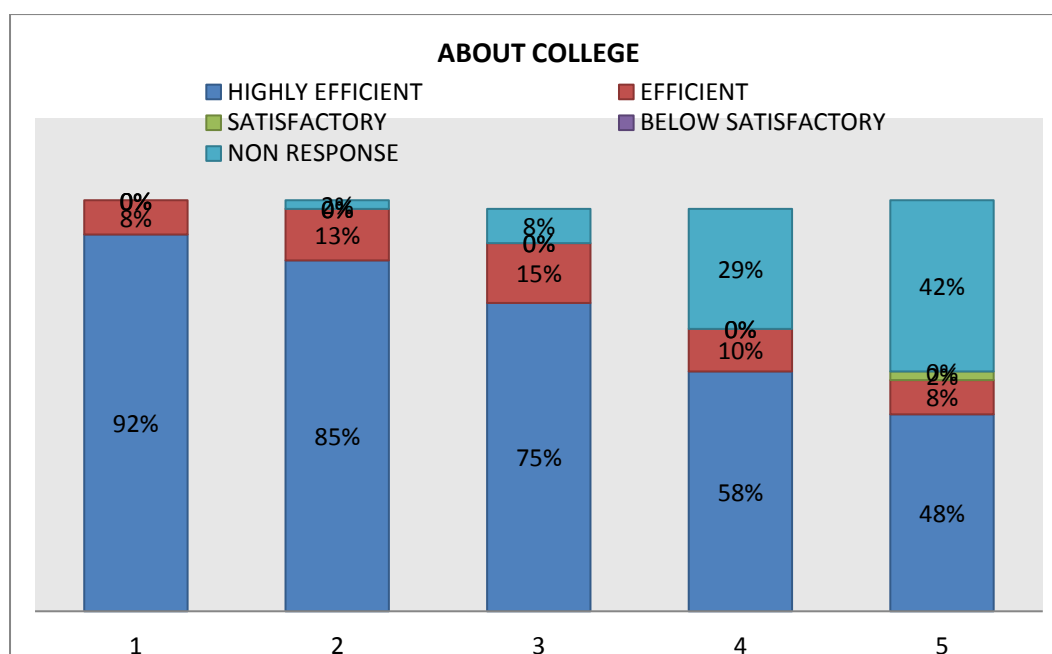
On analysis it is observed that about most of the students were satisfied with the activities organized by various clubs/cells in the college campus.



1-syllabus satisfaction 2- syllabus completion in time 3- Provision of Analytical classrooms 4-Feedback mechanism 4- Teacher friendliness 5-ICT teaching 6- Periodical Assessment 7- Feedback mechanism 8-Evaluation –fair and unbiased 9- Teacher as research facilitator 10- Efficiency of mentor system 11- teacher as guide
 On analysis it is observed that about most of the students were satisfied with the teacher quality, teaching learning assessment and research.

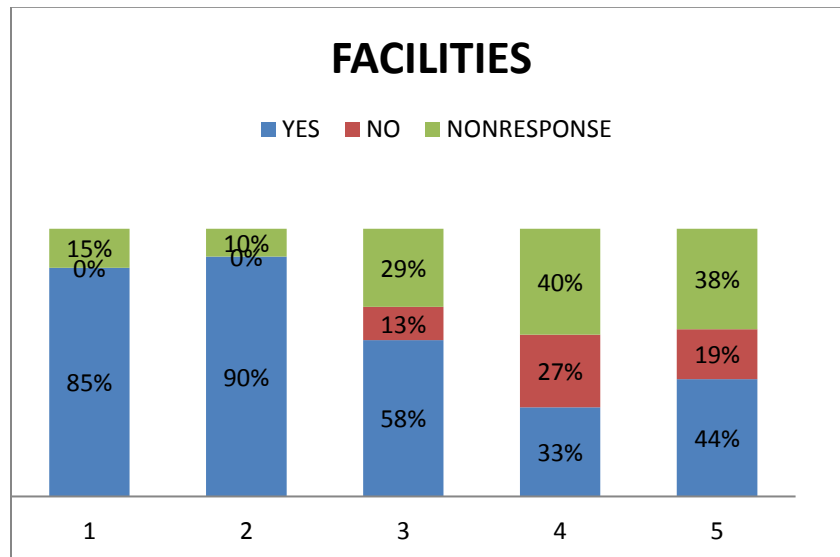
FEEDBACK FROM ALUMNI

The feedback from Alumni is collected during the alumnae meetings conducted . The feedback relating to the college, facilities offered by the college, departmental quality was assessed.



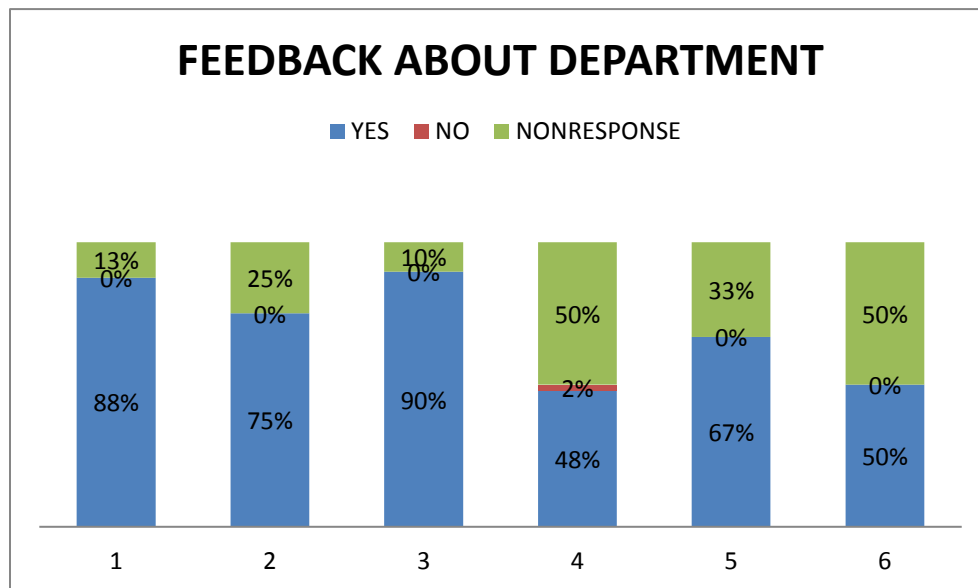
1-Proud as a Mercian 2-overall rating of college 3- Alumni willingness to contribute to college 4- Grievances addressal in college

Most of them strongly agreed to be proud of being alumni of the college, and believes that college has contributed much to the development of the overall development of them.



1-Lab & Equipments 2- Library 3-Computer Facilities 4- internet & WiFi 5-R & D Projects

The Laboratory and Library facility was appreciated. But concerns on ICT facility provided by the college then was expressed.



1-Academic quality (theory and practicals) 2-Relevance of mercy education to present job 3-Cooperation of HOD and Faculty 4-Industry oriented projects 5-Seminars & Workshops 6-Training to bridge industry academic gap

The Alumni expressed satisfaction on the academic activities conducted in the Department. They are dissatisfied only with the non conduct of industry oriented projects . The Percentage of non-response in each category of alumni feedback is to be quenched to.

BEST PRACTICES OF THE COLLEGE

The two best practices of the college which have contributed to the achievement of the Institutional objectives of the college are:

- Social Service League---We Care
- Sports—Faster, Stronger, Higher

Best Practice 1***Title of the Practice: SOCIAL SERVICE LEAGUE---WE CARE***

Several Social Service units function under various heads to form the Social Service League of Mercy College

Objectives of the practice:

- To provide optimal support for the development and welfare of women and children of all age groups
- To provide interventions in terms of shelter, medical aid, repatriation, rescue, sponsorship and emotional support.

The Context and Practice

Social Service League was established in 1970 under the aegis of Kerala State Social Welfare Board. The League provides for welfare measures through its various units such as They are Mercy Home, Anupam Day Care Centre, Creche, Family Counselling Centre, Childline, Legal Service Providing Cell, Student Service Volunteers, Typewriting and Tailoring Centre .

The Social Service League has a statutory body which comprises of the working president, the secretary, representatives from each SSL unit and student representatives from each class of the institution

Evidence of***Success***

| SUCCESS RATE -FAMILY COUNSELLING CENTRE | | |
|--|--------------------|------------------------|
| YEAR | TOTAL CASES | COMPLETED CASES |
| 2012 | 146 | 95 |
| 2013 | 140 | 87 |
| 2014 | 167 | 101 |

| SUCCESS RATE OF CHILDLINE | | | |
|----------------------------|---------|---------|---------|
| CASE | 2012-13 | 2013-14 | 2014-15 |
| Medical | 17 | 20 | 27 |
| Shelter | 63 | 57 | 63 |
| Rescue from abuse | 177 | 183 | 198 |
| Missing | 35 | 49 | 37 |
| Restoration | 7 | 14 | 9 |
| Sponsorship | 140 | 120 | 108 |
| Child in conflict with law | 38 | 34 | 27 |
| Unclassified | 30 | 27 | 23 |
| Referral | 39 | 51 | 49 |

Problems Encountered and Resources Required

Challenging Issues:

- Lack of adequate financial support for infrastructural development.
- Delay in release of funds by the funding agency.

Challenges are overcome by:

- Amount advanced by the Management.

Best Practice 2

***Title of the Practice----*SPORTS---FASTER, STRONGER, HIGHER**

Objectives of the Practice:

- To identify talented sportswomen at the school level throughout Kerala state and provide them admission in the college.
- To upgrade the competence of selected sports students by supporting them in terms of concessions regarding fees, food, accommodation etc.

The Context:

The Institution is situated in a semi-urban locality. Therefore, there are very few possibilities for women of this area to prune their sports talents. In keeping with the Mission of the College, which is to empower women in all arenas of development, the Institution gives equal importance to both academic and physical education.

The Practice

The Institution follows a systematic process in grooming women with sports skills. They are:

- Identifying sportswomen at the school level.
- Providing training in summer camps and Sports Council selection trials.

Evidence of Success:

The success rate of our sportswomen at University, Inter University, National and International level has been exemplary.

The ‘Best College Award in Sports and Games’ instituted by the University of Calicut was bagged by our institution for the academic year 2014-15.

‘Star of India Award’ in Ball badminton to Sandhya K K

New meet record was created by Thara M D in 10000 m race and Rajna H in javelin throws in the university meet.

A synthetic Long Jump Area was constructed with the financial aid from National Games Secretariat, Govt. of Kerala

Problems encountered:

Challenging Issues:

Lack of adequate infrastructural facility for sports students

Inadequacy of financial aid to provide sports equipments and sports wear
