IQAC

Staff Meeting

01-06-2022

Suggestions from Academic Audit

- One –teacher –one paper per year
- Remedial coaching – not for all students, teacher other than regular teacher
- Field visits, camps – consolidated report
- Attendance – signature of students
- Seminar – list of participants
- Questionnaires to have result analysis

- Mentor – mentee list to be given by 3rd June – students to be appraised
- Programme and course outcomes to be displayed in the website and students to be familiarised
- All scanned copies to be maintained as separate soft copies in the department (without merging, maybe needed for SSR)
- Student counselling attendance to be strictly maintained
- Evidence- full report, photographs (kindly label), attendance, brochure, signed by coordinator and Principal – for all activities (festival, observation dates)
- Please stick to Times New Roman 12pt for all text
- Website instructions
- Attendance in TCS, Moodle to be used strictly from June 20th

- Next AQAR work to start from August, criterion wise
- IQAC feedback

Institutional Preparedness for
NEP

NEP

- 1. **Multidisciplinary / interdisciplinary**

- 2. **Academic bank of credits (ABC)**

- 3. **Skill development**

- 4. **Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)**

- 5. **Focus on Outcome based education (OBE)**

- 6. **Distance education/online education**

1. Multidisciplinary / interdisciplinary

a) Delineate the **vision/plan of institution** to transform itself into a holistic multidisciplinary institution.

b) Institutional approach towards the integration of humanities and science with **STEM**

c) Flexible and innovative curricula that includes **credit-based courses** and projects in the areas of **community engagement** and service, environmental education, and value-based towards the attainment of a holistic and multidisciplinary education

1. Multidisciplinary / interdisciplinary...

a) Multidisciplinary flexible curriculum that enables **multiple entry** and **exits**

b) More **multidisciplinary research** endeavours to find solutions to society's most pressing issues and challenges

c) Good practice/s of the institution to promote **Multidisciplinary / interdisciplinary approach** in view of NEP 2020.

2. Academic bank of credits (ABC)

a) Describe the **initiatives** taken by the institution to **fulfil** the requirement of **Academic bank of credits** as proposed in NEP 2020.

b) Whether the institution has **registered** under the **ABC** to permit its learners to avail the benefit of multiple entries and exit during the chosen programme? Provide details.

2. Academic bank of credits (ABC)

a) Describe the efforts of the institution for seamless collaboration, internationalization of education, joint degrees between Indian and foreign institutions, and to enable credit transfer.

b) How faculties are encouraged to design their own curricular and pedagogical approaches within the approved framework, including textbook, reading material selections, assignments, and assessments etc.

3. Skill development

a) Describe any good practice/s of the institution pertaining to the implementation of Academic bank of credits (ABC) in the institution in view of NEP 2020.

b) **Vocational education and soft skills** of students in alignment with **National Skills Qualifications Framework**

c) **Promote vocational education** and its integration into mainstream education.

3. Skill development

a) Value-based education to inculcate positivity amongst the learner that include the development of humanistic, ethical, Constitutional, and universal human values of truth (satya), righteous conduct (dharma), peace (shanti), love (prem), nonviolence (ahimsa), scientific temper, citizenship values, and also life-skills etc.

b) Enlist the institution's efforts to:

i. Design a **credit structure to ensure that all students take at least one vocational course** before graduating.

i. Engaging the services of **Industry veterans** and **Master Crafts** persons to provide vocational skills and overcome gaps vis-à-vis trained faculty provisions.

ii. To offer vocational education in **ODL/blended/on-campus modular modes to Learners.**

iii. **NSDC** association to facilitate all this by creating a unified platform to manage learner enrolment (students and workers), skill mapping, and certification.

iv. Skilling courses are planned to be offered to students through online and/or distance mode.

a) Describe any **good practice**/s of the institution pertaining to the **Skill development** in view of NEP 2020.

4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

a) The integration of the **Indian Knowledge system** (teaching in Indian Language, culture etc,) into the curriculum using both offline and online courses.

b) The classroom delivery in bilingual mode (English and vernacular)?

c) Provide the details of the degree courses taught in Indian languages and bilingually in the institution.

4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

- Describe the efforts of the institution to preserve and promote the following

i. **Indian languages** (Sanskrit, Pali, Prakrit and classical, tribal and endangered etc.)

ii. **Indian ancient traditional knowledge**

iii. Indian Arts

iv. Indian Culture and traditions.

   a) Describe any good practice/s of the institution pertaining to the appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course) in view of NEP 2020.

5. Focus on Outcome based education (OBE)

i.Describe the institutional initiatives to transform its curriculum towards **Outcome based Education** (OBE)?

ii.Explain the efforts made by the institution to capture the Outcome based education in teaching and learning practices.

iii.Describe any good practice/s of the institution pertaining to the Outcome based education (OBE) in view of NEP 2020.

6. Distance education/online education

a) Delineate the possibilities of offering **vocational courses** through **ODL** mode in the institution.

b) Describe about the development and use of technological tools for teaching learning activities. Provide the details about the institutional efforts towards the **blended learning**.

- Describe any good practice/s of the institution pertaining to the Distance education/online education in view of NEP 2020.

Suggestions to dept

- All students to do extension One activity / one student/
- Certificate course same as above
- Professional ethics
- Gender equity
- Human values
- Environmental sustenance
- Advanced /Slow
- IPR/Research/Entrepreneurship
- Seminar -industry

- Seminar –community
- Internship
- MoU's one per year
- Soft skill/ life skill / ICT/ one per year
- Career guidance
- Extension –adopted ward
- Guidance for Competitive exams
- Start-up
- Student participation

NEP

- Certificate – **multidisciplinary**

- **Vocational training**
  - IT trouble shooting, Electrical maintenance, Carpentry, Gas stove

  - Block printing, Screen printing, Mushroom cultivation, Pisciculture, garment making, Jewelry making, DTP training, Business English, Tax, Animal husbandry, Sericulture, LED , Car maintenance,

- Indian **Language**, Indian **culture**/ Ethnic **Knowledge**

Medicinal plants, balm preparation, cosmeceuticals, vedic maths, Sanskrit, Introduction to any language, spoken hindi, archeology, architectural heritage, water divining, musical instruments,

- Lecture demonstration on any **art form**

- **Vernacula**r promoted:

- Question papers in both English, Malayalam, Medium of English in both. College magazine- tamil, Kannada etc..

- **Language** day

- **Indian aesthetics**

- Yoga, Ayurveda, Art of living (**Nattarivu**)

- All **certificate courses** can be in **vernacular**

Action Plan for the month of June 2022

Sl No	Month	Activity code	Title of activity	Short description	Criterion	Dept	Faculty in Charge
	June	GEMS	Webinar on "Introduction to Online technical Tools"	For UG students of the department	V	C A	
		CUBA	One week workshop on Python Programming	For UG students of the department	V	C A	
		CUBA	Certificate course on Basics of Accounting	For D1 UG students of the department	V	C A	

IQAC

METS	Training for LED assembling for students and Neighborhood women	For UG students of the department and the women in the neighbouring community.	III	C A	
CUBA	Seminar	For ug students			
CUBA	Seminar on IPR	For ug students	I	Biotech	Dr Megha P M
GRAM	Straw Making	For UG and PG students	VII	Chemistry	

CUBA	Remedial Coaching	For UG students	II	Chemistry	
CUBA	NET Coaching	For PG students	I	Chemistry	
	World Environment Day	For UG and PG student		Chemistry	
	Mentoring	B.A. & M.A. students		Chemistry	

CUBA	Seminar on IOT	For ug students	I	Comp. Science	Sr. Shiny Mole P.I
CUBA	Certificate course on LaTeX	For UG III yr & PG		Physics	Smiya John
	Adolescent Health and Hygiene	Dr. Arathi (BAMS)		Physics	Anu Kuruvilla
CAPS	NET Coaching Classes	For PG students	V	Zoology	Dr.R.Girija
METS	Helping Hands	MoU with Rotary Club	III	Maths	Divya P S

5th June	GRAM	Environment Day Celebration	For all the students of maths main	VII	Maths	Jeslin Kuriakose O
29th June		National Statistics Day Celebration	For all the students of maths main	VII	Maths	Varsha Krishnan
June - May		Ward Adoption	For all the students of maths main	VII	Maths	Sr. Nirmal
June	CUBA	Seminar on IPR	For UG students	I	Commerce	Shafeela N
June		Add on Course Tally with GST MS Excel ACCA-UK	For UG students By EDU skills Palakkad ICDC			Sr.Merin ,Ramya John

	METS	SCHOOL BELLS	Distribution of educational kits to school students of 38th ward	II	Commerce	A V vini
June – July 2022	CAPS Certificate Course	30-hour Course Certificate Course in Soft Skills	For III year English, History and Economics students		English	Rakhi, Shyamala, Priyanka
June-September	CUBA	Mentoring Sessions for Slow Learners/ Advanced Learners	II yr UG English main students		English	Sreedevi/Rakhi

CUBA	പരി സ്ഥിതി ദിനം പ്രഭാ ഷണം	For ug students by ഭാഷാ വിഭാഗം		Malayalam	Sr ജൂലി പി ജജ
CUBA	വായ നാ ദിനാ ഘ ○ാ ഷം	For ug students by ഭാഷാ വിഭാഗം			Sr ജൂലി പി ജജ

I Q A C

IQAC MEETING ON 2-08-2022

SEMINAR HALL

Evidences needed for AQAR

- ICT use by teachers

- Assessment of advanced learners and slow learners

- Experiential learning; table format including no of hours of practical works, projects, field works etc

- Internal Examination notification to be displayed, (redressal information also)

- Examination grievance report: Initial marks, corrected marks, date, signature of the teacher and student

- Internal marks to be uploaded in TCS for generating PO's and CO's

- Internship to be made mandatory

Evidences

- Seminar titles to include IPR/Research Methodology
- NCC, NSS, Extension – Student attendance register with signature
- Collaborations- Letter of Understanding for internship with the associated agency
- Books /chapters: Name of teacher to be highlighted in the index page;

Front page of the paper /chapter

First page of the book

Page in which ISBN code is printed

Online links, scanned copy of the E-paper

published

Evidences

- Infrastructure augmentation to be documented

- Infrastructure committee to be given applications for maintenance and additions required, hard copies to be kept in the dept.

- Student participation in association activities, committees, to be documented

- Teacher analysis – three levels; self , principal, peer; formats will be provided

- Helping hands

General instructions

- Please stick to Times New Roman 12pt for all text

- Evidence- full report, photographs (kindly label), attendance, brochure, signed by coordinator and Principal – for all activities (festival, observation dates)

- All scanned copies to be maintained as separate soft copies in the department (without merging, maybe needed for SSR)

- Scan copies to be uniform in size

- Website to be updated constantly

- Log book and annual report

- All HoD's are members of Planning board, Discipline committee
- Utility Log to be maintained for infrastructure, seminar hall etc equipment,

IQAC

College website

Suggestions

02-08-22

- Details of the PRE EVENT (Upcoming Events) and POST EVENT (Events already completed) need to be registered in the following url
  - https://mercycollege.edu.in/quality-management/internal-quality-assurance-cell/
- Kindly send all other details that need to be uploaded to the website (eg. Achievements, faculty profile details etc..)to the following email id
  - mercycollegepkd@gmail.com

02-08-22

- All details that need to be uploaded to the web site must have atleast one photograph, a clearly explained title, a brief description not less than 100 words (to avoid content less web pages)

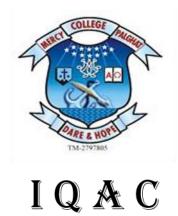- Department and committee details need to be regularly updated

- Update faculty profile details, publications etc regularly and send it to the above said email id

- Maintain an uniform format for updating the reports (eg. Committee reports, NSS reports, NCC reports etc.). A template for the same will be given it can be edited to maintain a uniform structure for the reports uploaded to the website.

- Quality photographs of high resolution required

- To be send directly from the device

- By mail , not whatsapp

- Photographs must be accompanied by documents to make proper identification of the activity

IQAC

Minutes of the meeting held on 30-09-2022 at IQAC Hall

- Website updation format:
    - About the department: Established year; no of faculty; programmes offered; area of interest; infrastructure
    - Programmes offered: Programme names, syllabus with courses and outcomes highlighted in pdf
    - Research Centre: Scholars; guides; area of interest; Ph D awarded so far with title of thesis.
    - Awards and honours
    - Department Activities
      CUBA
      METS
      GEMS
      CAPS
      GRAM
      MERS
      NAPE
      OTHERS
    - Faculty : Common format
- Common brochure format
- Student representation to be documented in association activities
- Stick to Action Plan as much as possible
- Pre event and Post event entries to be updated weekly

Faculty details format

Name:

Designation:

Teaching experience:

Publications: Latest at the top

Projects: Latest at the top

Other positions held (outside campus):

Awards:

Any other relevant details:

National Education Policy 2020

Staff Meeting

On 20-01-2023

IQAC

Key Changes

- **Multidisciplinary** universities and colleges, with at least one in or near every district, and with more HEIs across India that offer medium of instruction or programmes in local/Indian languages

- Multidisciplinary undergraduate education

- **Faculty and institutional autonomy**

- **Revamping curriculum, pedagogy, assessment, and student support** for enhanced student experiences

- Reaffirming the integrity of faculty and institutional leadership positions through merit appointments and career progression based on teaching, research, and service;

- **National Research Foundation** to fund outstanding peer-reviewed research and to actively seed research in universities and colleges

- **"light but tight"** regulation by a single regulator for higher education

Institutional Restructuring and Consolidation

- End the **fragmentation of higher education** by transforming higher education institutions into large multidisciplinary universities, colleges, and HEI clusters/Knowledge Hubs, each of which will aim to have **3,000 or more students**

What constitutes a higher education institution (HEI)

- A **University** or a **College**

- Institutions that range from those that place equal emphasis on teaching and research **Research-intensive Universities**

- Those that place greater emphasis on teaching but still conduct significant research i.e. **Teaching-intensive Universities**

- **Autonomous degree-granting College** (AC) will refer to a large multidisciplinary institution of higher learning that grants undergraduate degrees and is primarily focused on undergraduate teaching though it would not be restricted to that

- Over a period of time, it is envisaged that every college would develop into either an Autonomous degree-granting College, or a constituent college of a university - in the latter case, it would be fully a part of the university.

- All **HEIs** will firstly plan to become **multidisciplinary by 2030**

- Then gradually increase student strength to the desired levels by **2040**

- The aim will be to increase the Gross Enrolment Ratio in higher education including vocational education from **26.3% (2018) to 50% by 2035**

- Growth will be in both **public and private** institutions, with a **strong emphasis** on developing a large number of **outstanding public institutions**

- Increased levels of public funding support for public HEIs

- Transparent, pre-announced criteria from within the accreditation norms of the **Accreditation System**

- HEIs delivering education of the highest quality as laid down in this Policy will be incentivized in expanding their capacity

- Gradually phasing out the system of 'affiliated colleges' over a period of **fifteen years**

- 'deemed to be university', 'affiliating university', 'affiliating technical university', 'unitary university' shall be replaced simply by '**university**' on fulfilling the criteria as per norms

Towards a More Holistic and Multidisciplinary Education

- **Holistic** and **multidisciplinary** education,

- Imaginative and **flexible curricular** structures

- **Multiple entry and exit points**, thus, removing currently prevalent rigid boundaries and creating new possibilities for **life-long learning**

- **Pedagogy** will have an increased emphasis on communication, discussion, debate, research, and opportunities for cross-disciplinary and interdisciplinary thinking

- Departments in Languages, Literature, Music, Philosophy, Indology, Art, Dance, Theatre, Education, Mathematics, Statistics, Pure and Applied Sciences, Sociology, Economics, Sports, Translation and Interpretation

- **Credits** will be given in all **Bachelor's Degree programmes** for these subjects

- Curricula of all HEIs shall include **credit-based courses** and projects in the areas of **community engagement and service, environmental education, and value-based education**. Environment education will include areas such as climate change, pollution, waste management, sanitation, conservation of biological diversity, management of biological resources and biodiversity, forest and wildlife conservation, and sustainable development and living.

- Value-based education will include the development of humanistic, ethical, Constitutional, and universal human values of truth (satya), righteous conduct (dharma), peace (shanti), love (prem), nonviolence (ahimsa), scientific temper, citizenship values, and also life-skills; lessons in seva/service and participation in community service programmes will be considered an integral part of a holistic education.

- As the world is becoming increasingly interconnected, Global Citizenship Education (GCED), a response to contemporary global challenges, will be provided to empower learners to become aware of and understand global issues and to become active promoters of more peaceful, tolerant, inclusive, secure, and sustainable societies

- Finally, as part of a holistic education, students at all HEIs will be provided with opportunities for **internships** with local industry, businesses, artists, crafts persons, etc., as well as research internships with faculty and researchers at their own or other HEIs/research institutions, so that students may actively engage with the practical side of their learning and, as a by-product, further improve their employability

FYUP

- The undergraduate degree will be of either 3 or 4-year duration, with multiple exit options within this period, with appropriate certifications, e.g., a certificate after completing 1 year in a discipline or field including vocational and professional areas, or a diploma after 2 years of study, or a Bachelor 's degree after a 3-year programme

- An **Academic Bank of Credit** (ABC) shall be established which would digitally store the academic credits earned from various recognized HEIs so that the degrees from an HEI can be awarded taking into account credits earned.

- The 4-year programme may also lead to a degree **'with Research'** if the student completes a rigorous research project in their major area(s) of study as specified by the HEI.

- HEIs will focus on **research and innovation** by setting up start-up incubation centres; technology development centres; centres in frontier areas of research; greater industry-academic linkages; and interdisciplinary research including humanities and social sciences research.

Optimal Learning Environments and Support for Students

- Each institution will integrate its academic plans ranging from curricular improvement to quality of classroom transaction - into its larger **Institutional Development Plan (IDP)**

Reforms in Kerala

- Not in Toto
- Curriculum revamped
- Posts protected
- Summer semester
- Blended learning

What's ahead ?

- Faculty

- Students

- Institution

Soar

Or

Sink

Thank You

National Education Policy 2020

Institutional Requirements

Way forward

Three choices

1. Autonomy
2. Constituent College
3. Accreditation in 2026

New Building (as Autonomous College) to have the following facility (20 lakhs from UGC)	
Examination Office (Confidential)	Printing question papers, answer scripts; strong room for safe custody of question papers and answer papers; Meeting space for Board of Studies.
Admission section	Office set up for Call for, scrutiny, processing, list publishing, etc...
New Office (Old office can then be converted as research lab for zoology, botany, biotechnology)	Present administrative sections to function from here
Conference hall with presentation facility	To hold confidential meetings including council meeting and NAAC Peer Team meeting
Executive hospitality	Dining and and restroom facility
IQAC	Office
Academic Director's Office	To accommodate a technical staff and documentation

New Building as Constituent College Under University	
Self financing course and Biotech laboratory (Present Biotech lab can be converted to interdisciplinary research lab)	All self courses can be shifted to the new building
Principal Chamber and conference room to be modified	• To hold confidential meetings including council meeting and NAAC Peer Team meeting • Dining and restroom facility
Academic Director's Office	To accommodate a technical staff and documentation
Existing infrastructure will take care of additional requirements of NEP	To accommodate new courses to be offered to become multidisciplinary

NEP requirements (Autonomous or Constituent College)

Requirement	Duties /Function
Technical Department (qualification same as teaching but no teaching assignment)	Handle website, college data base including admission and examination data, Academic Bank of Credits and National Academic Depository requirements
Fool proof communication system	All official communication from syllabus to examination results to be communicated to the stake holders especially when Open and Distance Learning (ODL) is implemented in the proposed blended mode of learning

Creation of posts

	Post	Qualification and duties
1	Controller of Examinations	Associate Professor cadre
2	Deputy Controller of Examination	Present faculty
3	Technical staff - two	Graduate and ICT savy
4	Academic Director at least for the next 6 years preferably till 2030	Retired faculty or present faculty or New appointment with necessary academic experience
5	Technical assistant to Academic Director	Graduate with ICT knowledge

Accreditation in 2026 as Autonomous or Constituent or Neither

- Increase student computer ratio
- Increase band width
- Green audit
- Energy audit
- Rainwater harvesting
- Green practices
- Waste management
- Disabled friendly campus
- Student amenity facility to be improved
- Napkin vending machine
- Coffee tea vending machine
- Reception area modification
- Pool area to be modified

- Sports facility to be improved
- Chemistry, Zoology research lab
- Language lab
- E-learning facility
- Complete automation of Office
- Paper less office
- Cash less campus
- Biometric identification
- Incubation Centre
- Display boards

Corpus fund has to be generated for the above

requirements no matter which choice the

institution decides to go ahead with.