

## The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

### Part – A

AQAR for the year (for example 2013-14)

2013-2014

#### 1. Details of the Institution

1.1 Name of the Institution

Newman College

1.2 Address Line 1

Thodupuzha

Address Line 2

Thodupuzha East

City/Town

Idukki District

State

Kerala

Pin Code

685585

Institution e-mail address

principal@newmancollege.ac.in

Contact Nos.

04862-229797, 222686

Name of the Head of the Institution:

Dr. T.M. Joseph

Tel. No. with STD Code:

04862- 229797

Mobile:

9447851808

Name of the IQAC Co-ordinator:

Dr. Lovely Mathew P.

Mobile:

9745922219

IQAC e-mail address:

newmancollegethodupuzha@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

KLCOGN10033

**OR**

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

1.5 Website address:

www.newmancollege.ac.in.

Web-link of the AQAR:

www.newmancollege.ac.in/ AQAR 2013-2014.doc

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 <sup>st</sup> Cycle	Three Star		2000	Till 2005
2	2 <sup>nd</sup> Cycle	'A' grade		2007	Till 2012
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

2004

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

- i. AQAR \_\_\_\_\_ (DD/MM/YYYY)4
- ii. AQAR \_\_\_\_\_ (DD/MM/YYYY)
- iii. AQAR \_\_\_\_\_ (DD/MM/YYYY)
- iv. AQAR \_\_\_\_\_ (DD/MM/YYYY)

1.9 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

Financial Status Grant-in-aid  UGC 2(f)  UGC 12B

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

1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

1.11 Name of the Affiliating University (*for the Colleges*) Mahatma Gandhi University  
Kottayam

1.12 Special status conferred by Central/ State Government--

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

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and  
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

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

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

Faculty Development Training for young college teachers in the state held on 17 & 18 May 2013. Training for young teachers of higher secondary schools held on 15 November 2013. Two orientation programmes were held at the institutional level on 10 & 11 October 2013.

2.14 Significant Activities and contributions made by IQAC

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

\* 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

## 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	02			
PG	07	02	01	
UG	10	01	01	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate	04			04
Others				
<b>Total</b>	23	03	02	04
Interdisciplinary				
Innovative				

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

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	17
Trimester	
Annual	

##### 1.3 Feedback from stakeholders\*

Alumni  Parents  Employers  Students

*(On all aspects)*

Revised Guidelines of IQAC and submission

QAR

H

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

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

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

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

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
68	19	49		

2.2 No. of permanent faculty with Ph.D.

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
06									

2.4 No. of Guest and Visiting faculty and Temporary faculty




2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended		03	10
Presented papers	04	15	
Resource Persons		02	

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

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

2.8 Examination/ Evaluation Reforms initiated by

the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop	06		01
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2.10 Average percentage of attendance of students	89
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2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Sc.Maths	33	8 (24.24%)	19(57.57%)	4(12.12%)	1(3.03%)	32(96.9%)
B.Sc. Phy.	29	4 (13.79%)	7(24.13%)	9(31.03%)	6(20.68%)	26(89.6%)
B.Sc.Chem	37	3 (8.10%)	12(32.43%)	10(27.02%)	10(27.02%)	35(94.5%)
B.Sc. Zool.	38	2 (5.26%)	7(18.42%)	12(31.57%)	10(26.31%)	31(81.5%)
B.Sc. Bot.	20	2(10.0%)	3(15.0%)	3(15.0%)	8(40.0%)	16(80%)
B.A. Lit.	56	3 (5.35%)	13(23.21%)	11(19.64%)	26(46.42%)	53(94.6%)
B.A. Eco.	55		1(1.81%)	16(29.09%)	31(56.36%)	48(87.2%)
B.A. Hist.	48		6(12.5%)	13(27.08%)	18(37.5%)	37(77.0%)
B.Com	68	1 (1.47%)	35(51.47%)	16 (23.52%)	14(20.58%)	66(97.0%)
M.Sc. Maths	Result awaited					
M.Sc. Phy.	Result awaited					
M.Sc. Chem.	Result awaited					
M.A. Lit.	Result awaited					
M.Com	Result awaited					

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



The IQAC meets frequently and monitors the teaching & learning process.

### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	
HRD programmes	48
Orientation programmes	58
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	06
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	17			
Technical Staff	12			

## Criterion – III

### 3. Research, Consultancy and Extension

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

The IQAC promoted teachers to apply for Research Projects and Seminars
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#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	04	02	02	02
Outlay in Rs. Lakhs	22.74	13.93	20.95	24.00

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	11	05	06	05
Outlay in Rs. Lakhs	9.21	4.45	7.60	

3.4 Details on research publications

	International	National	Others
Peer Review Journals	03	4	
Non-Peer Review Journals	02	16	
e-Journals			
Conference proceedings			

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	2013-2014	UGC	3214200	1336400
Minor Projects	2013-2014	UGC	760000	580000
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges

Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)  **DST- FIST**

3.10 Revenue generated through consultancy  Rs.10,000

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		03	01		03
Sponsoring agencies		UGC	KSHEC		College

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

04

3.13 No. of collaborations

International

National

01

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

39.74

From Management of University/College

Total

39.74

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

05

11

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

03

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

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level   
National level  International level

3.22 No. of students participated in NCC events:

University level  State level   
National level  International level

3.23 No. of Awards won in NSS:

University level  State level   
National level  International level

3.24 No. of Awards won in NCC:

University level  State level   
National level  International level

3.25 No. of Extension activities organized

University forum  College forum   
NCC  NSS  Any other

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

- The college runs every year a communicative English course to the poor students in the Malayalam Medium schools, free of cost

## 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	26.0 acre			
Class rooms	50			
Laboratories	07			
Seminar Halls	05			
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	31			
Value of the equipment purchased during the year (Rs. in Lakhs)	Rs.82.00			
Others				

#### 4.2 Computerization of administration and library

Admission process is computerised. Book entry in the library is also computerised

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	31793		212	160000	32005	
Reference Books	3576		33	43000	3609	
e-Books						
Journals	48					
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	132	03	53	03	03	01	11	
Added	13							
Total	145	03	53	03	03	01	11	

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

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#### 4.6 Amount spent on maintenance in lakhs :

i) ICT

0.73

ii) Campus Infrastructure and facilities

5.64

iii) Equipments

82.00

iv) Others

**Total :**

88.37

### Criterion – V

#### 5. Student Support and Progression

##### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC directed the Principal to properly inform the students as and when scholarship schemes are announced by the govt. It appointed a nodal officer for scholarships

##### 5.2 Efforts made by the institution for tracking the progression

The tutors are directed to keep a close watch on the progress of students in studies. Timely meetings of the PTA are held and progress of students evaluated.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1360	178	03	

(b) No. of students outside the state

(c) No. of international students

Men	<table border="1"><tr><th>No</th><th>%</th></tr><tr><td>453</td><td>29.6</td></tr></table>	No	%	453	29.6	Women	——	<table border="1"><tr><th>No</th><th>%</th></tr><tr><td>1071</td><td>70</td></tr></table>	No	%	1071	70
No	%											
453	29.6											
No	%											
1071	70											

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
804	153	86	278	12	1333	852	161	74	270	12	1369

Demand ratio

Dropout %

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

Coaching classes are held for Bank tests on a regular basis

No. of students beneficiaries

56

5.5 No. of students qualified in these examinations

NET	<input type="text" value="07"/>	SET/SLET	<input type="text"/>	GATE	<input type="text"/>	CAT	<input type="text"/>
IAS/IPS etc	<input type="text"/>	State PSC	<input type="text"/>	UPSC	<input type="text"/>	Others	<input type="text" value="Banking 35"/>

5.6 Details of student counselling and career guidance

The career guidance and placement cell is functioning effectively. The career counselling was offered by Dr. P.R. Venkataraman on 20 May 2013.

No. of students benefitted

56

### 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
07	154	53	

### 5.8 Details of gender sensitization programmes

Organised training programmes in tailoring, ornamental designing, fashion designing and cookery.

### 5.9 Students Activities

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

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

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

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

### 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	20	Rs.20000
Financial support from government	294	1229000
Financial support from other sources (UGC)		
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                       National level                       International level

5.12 No. of social initiatives undertaken by the students                     

5.13 Major grievances of students (if any) redressed: Demand for having garden benches has been accepted by installing 10 garden benches.

## Criterion – VI

### **6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

Vision: Trust in God; Integrity of Character, social commitment and pursuit of Excellence  
Mission: Academic Excellence; spiritual vitality and social concern

6.2 Does the Institution has a management Information System

Yes

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

6.3.1 Curriculum Development

Motivates the teachers to take part in the curriculum revision process of the University

6.3.2 Teaching and Learning

Directs the teachers to employ ICT in the teaching – learning process of the institution

6.3.3 Examination and Evaluation

Adopts a centralised scheme for the conduct of internal examinations and evaluates the performance of students with the parents

6.3.4 Research and Development

Promotes the teachers to do doctoral research and undertake research projects

6.3.5 Library, ICT and physical infrastructure / instrumentation

Initiated the library automation; provided maximum computer terminals to the students and developed the infrastructural facilities on the campus

6.3.6 Human Resource Management

Organise maximum seminars/workshops and training programmes for the enrichment of the faculty.

6.3.7 Faculty and Staff recruitment

The management adopts the criterion of merit in faculty and staff recruitment

6.3.8 Industry Interaction / Collaboration

Promotes industry collaboration by encouraging students to pay visits to the industrial units.

6.3.9 Admission of Students

For admission under General Merit Quota, follows the Centralised Admission Process initiated by the University. For Management Quota seats, adopts the criteria of merit, conduct and financial constrains of the family.

6.4 Welfare schemes for

Teaching	Loan facilities offered from the Staff Co-operative Society
Non teaching	”
Students	Students Welfare Scheme for meeting the expenses of prolonged medical treatment

6.5 Total corpus fund generated

Rs.3,00,000 for Students Welfare Scheme

6.6 Whether annual financial audit has been done

Yes



No



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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic			Yes	Governing Body
Administrative			Yes	Governing Body

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?

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

6.11 Activities and support from the Alumni Association

Mega Alumni Meet was held every year. They organise inter-collegiate elocution competitions in English and Malayalam every year. The Alumni Association instituted the Newman Youth Excellence Award for the most outstanding college going student in Kerala

6.12 Activities and support from the Parent – Teacher Association

The general body of the PTA is held every year. They mobilise funds for the infrastructural development of the institution

6.13 Development programmes for support staff

Revis Training/ orientation programmes are arranged for support staff

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

The administration tries to keep the campus plastic free, clean and green.

## **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.

Inter-departmental cultural festival introduced. Each department was given one afternoon to showcase the talents of their students. This practice gives the students the much needed spirit of team spirit and leadership qualities.

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

The Newman Youth Excellence Award was proposed and implemented

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

1. The Zero Hour Programme which enables the students to address the entire student community for five minutes on a topic which is beyond their syllabus.
2. The Monthly lecture series by eminent persons on every first Friday.

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

7.4 Contribution to environmental awareness / protection

The NSS volunteers spread the message of energy conservation and no-use of plastic among the local people.

7.5 Whether environmental audit was conducted?    Yes     No

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

1. Completed the construction of Ladies Hostel
2. UGC sanctioned community college with two diploma courses in Rubber Technology and Dairy Science

**8. Plans of institution for next year**

Proposed the construction of an additional academic block

Name Dr. Bijimol Thomas

Name Dr. T.M. Joseph

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC