



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

YUVAKSHETRA INSTITUTE OF MANAGEMENT STUDIES

**YUVAKSHETRA INSTITUTE OF MANAGEMENT STUDIES EZHAKKAD,
MUNDUR PALAKKAD -678631**

678631

www.yuvakshetra.org

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Yuvakshetra Institute of Management Studies (YIMS) is a renowned centre for higher education in the Palakkad District of Kerala.

YIMS was established by the Yuvakshetra Charitable Trust, and is a project of the Diocese of Palghat. It was inaugurated on 9 December, 2004, and was launched in 2005 under the leadership of Rev. Fr. Sebastian Panjikkaran, the Founder-Director of the institution.

YIMS is situated in 22.5 acres of land in the village of Ezhakkad in Palakkad District. The lush greenery of the well-maintained campus provides a desirable ambience for learning. It is known for the practice of organic farming, biodiversity and other green practices. It has a remarkably low carbon emission (0.149) rate, and has been recognized as a model green campus by the university.

YIMS is a Self-financing, Christian Minority Educational Institution. Its growth within a short span of time was phenomenal, and it has emerged as a “Centre of Excellence”. At present, it is a major Art, Science and Commerce College affiliated to the University of Calicut with 10 departments offering 14 UG and 4 PG programmes to over 2398 students.

YIMS has marvelous infrastructure, with all the required fixtures to fulfill the demands of the curriculum. YIMS, self-sufficient in power, has a digitalized office, automated library, and an excellent waste-disposal and sanitary system. Around 400 students occupy the boys’ and girls’ hostels. The teaching staff is well-qualified and dedicated; and the students are vibrant and responsive.

The students consistently perform well, often bagging ranks at university examinations. The college has a very encouraging record of Campus Recruitment. Seminars and Workshops are held and important days are observed. Social service and awareness programmes are a part of NSS activities.

Students enthusiastically participate in sports and arts events, and very often, win prizes. The college has quality playgrounds and courts. The college publishes books and anthologies by students and staff.

Thus, YIMS is committed to producing accomplished professionals, and adopts a holistic approach to education aiming for morally sound students with an enhanced level of responsibility that moulds them into worthy citizens of our great nation.

Vision

A centre of holistic excellence to provide the students quality and value added education to meet the challenges of tomorrow through the development of intellectual and professional competence to successfully cope with the changing world scenario as better citizens, love for nature and human beings of values and responsibility.

Mission

To mould the students as professionals with skills, knowledge and wisdom to be successful in the ever changing world of science, business, industry and service with the thrust of character formation through intellectual, interpersonal, employable and value based education in a Christian atmosphere based on Constitutional values.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- The location provides students from rural areas easy access to higher education
- Eco friendly campus in a serene location with abundant natural resources
- There are 12 departments, four of which offer PG programmes
- The faculty is sincere, well-qualified and committed
- Supportive Management with a clear vision
- Good infrastructure with smart classrooms, well-equipped laboratories and sufficient amenities for effective teaching-learning
- Internships, Field visits and Industrial visits are conducted regularly
- Special focus is given to knowledge extension activities, and other extension activities are conducted through NSS, various clubs and associations
- The curriculum is enriched with add-on courses
- Value-based education is imparted through all the programmes
- Outstanding performance at university examination with students bagging ranks frequently
- Class wise PTA meetings are held twice every year
- Modifications in Curriculum Delivery are made on the basis of Feedback received from all the stakeholders
- Well-structured counseling and mentoring systems are followed
- Discipline Committee, Anti-Ragging Cell, Grievance Cell and Women Cell are effectively functional
- Well- maintained boys' and girls' hostels
- Scholarships and other financial assistance to the needy students are provided by the institution and government
- The institution provides a platform for co-curricular activities, and the students win laurels in various arts and sports competitions/events.
- The products from the Model Green Campus is used for consumption in the hostels and the canteen
- Installation of Solar panels have led to self-sufficiency in power
- The Carbon emission in the campus is remarkably low - 0.149

Institutional Weakness

- Urban advantages not available because of rural location
- Students lose valuable opportunities due to a lag in the schedule of university examinations and declaration of results
- Limited time for co-curricular and other activities due to tight academic schedule
- Due to self-financing status of the institution, students and faculties rarely get opportunities to function in the University's Board of Studies
- It is, perhaps, the policy towards self-financing institutions that keeps 2(f) and 2 (b) a distant dream

- Non-availability of financial assistance from the Government
- Less intake of socially backward (SC/ST) students
- Students may not be able to choose courses of their choice because of the rigid curriculum

Institutional Opportunity

- Acquire autonomous status for the institution
- Inclusion of new-gen and career-oriented programmes
- Provision of hands-on experience that help students adjust and accustom quickly to the industry/profession
- Introduce flexibility in the curriculum enabling students to choose courses of their interest
- Establish a better-stocked library with allied facilities and spacious reading room
- Addition of amenities like Convention Centre, Auditorium, Canteen and Day Care Centre
- Scope for both students and the faculty to participate in various clubs and forums
- Modernize classrooms, update learning resources and revamp the laboratories and infrastructure
- Additional facilities for differently abled students
- Procure various governmental and non-governmental funds for the development of the college
- Sign Memoranda of Understanding with more renowned institutions
- Initiatives on part of the college to spread knowledge and awareness of various kinds, and help develop the local community/neighbourhood

Institutional Challenge

- Re-orienting the curriculum to keep pace with the fast-changing trends in the industry
- Making education even more technology-based
- Postponement of examinations and delay in publication of results leads to loss of opportunities for higher studies and employments among students
- Faculty Turnover
- Students belonging to educationally marginalized families
- Insufficient Recruitment opportunities affects Placement adversely

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Yuvakshetra Institute of Management Studies has formulated its own channel for the effective implementation and delivery of the curriculum with firm adherence to the University CBCS regulations. It has become a foremost destination for the academic community because of the quality and diversity of programmes that it offers. Over the last five years, the college has introduced 18 academic programmes and 357 new courses. The students at UG level can choose an Open Course from other disciplines and Elective Courses are available in all programmes.

The academic bodies of the college regularly monitor the delivery of curriculum to the students which is accessorised by seminars, workshops, assignments etc. The IQAC strategically plans the curriculum through a well-documented procedure which includes Academic Calendar, Semester Plan, Faculty Dairy, Time table etc.

To make the teaching and learning more innovative and interactive the college has been equipped with the LCD projectors and other ICT tools.

Eight teachers are part of the Board of Studies of different Universities and around 80 % of faculties participate in Valuation Camps conducted by the University of Calicut. The college has introduced more than 40 add-on courses which cater to the need of the time and expose the students to the new trends of their discipline.

The faculties are asked to impart lessons on core values like gender equality, sustainable development, human values, human rights and professional ethics while mentoring and many courses in the curriculum help to convey these values.

Experiential Learning in the forms of Internship, projects/dissertations, fieldwork are compulsory for all UG and PG students. The college provides opportunities for better exposure to the students by conducting field trips, technical training programs for students by inviting resource persons from various institutes, inside and outside the state.

The college maintains a structured feedback mechanism to collect feedback from its stakeholders. The Feedback Committee of IQAC collects the feedback from students, faculties and parents. The collected feedback is analysed by IQAC and necessary remedial actions are taken. The stated objectives of the institution are attained through the regular feedback collected from all the stakeholders at various levels.

Teaching-learning and Evaluation

The college adopts the student- centric learning and Experiential learning as its cornerstone in the academic process.

The college follows a transparent admission policy: seat matrix displayed, fee structure displayed, merit list until the last seat is filled and admissions made by a committee of office staff.

The demand for PG seats varies from 1:7 in Science to about 1:3 in Commerce and 1:5 in English. The college ensures equity of access and Gender equity by reserving seats as per the order of Government of Kerala.

The syllabus is unitized and the academic planner is uploaded into the website. Though the Lecture method is the predominant teaching method, the use of ICT is integrated into the teaching-learning process.

The college encourages the staff to undertake research activity and to enhance their academic qualifications by also providing Staff Training programmes twice in a year. The college has 13 Ph.D holders and 19 M.Phil. holders out of a total of 85 teachers. The Teacher-Student Ratio is 1:29.

Regular assessment of students through Assignments, tests preparatory tests, etc. Class teachers monitor the progress of students and maintain a constant interaction with students. Students are counseled for their academic improvements and to solve any family or financial problems. The progress reports are prepared and discussed with the parents during class wise PTA meetings.

The Result analysis is carried out and Remedial measures are adopted. Remedial Coaching is in place for academically weaker students. Advanced learners are encouraged to put in efforts to secure ranks at the university examinations and guided to face competitive examinations to pursue higher levels of education.

The average pass percentage for the last 5 years is 87. Individually that of Commerce streams is 82%, BBA 61%, BCA 94%, B.Sc. Computer Science 68%, HM CA 66%, HM CS 96%, B.Sc. Mathematics 70%, B.Sc. Geography 96.1%, B.Sc. Psychology 97%, English streams about 95%, M. Com 76%, MA English 87% and M.Sc. Geography 100%.

Students have been bagging Ranks at the University examinations both at UG and PG levels in the Institution. The Institution always aims for academic excellence.

Research, Innovations and Extension

The college has initiated a club for social service and marketing activities to develop the student's commitment towards the society. The club also intends to initiate the students in the marketing activities. In the last five years, our faculty have published 56 books, 34 papers in reputed national/ international journals and 53 papers in seminars.

Departments have established linkages/collaborations with leading institutions/organizations. These collaborations provide the facility of faculty exchange and sharing of resources. The college hosted the 32nd Kerala Science Congress. There were Paper Presentations and Project Presentations by scientists from different parts of the country. The research wing initiates the students to excel in Software Project Development to produce socially committed software solutions every year. Faculties and students respond to natural calamities by generously contributing to the relief fund, flood-related rehabilitation activities and delivering essentials to important centres. Our Students visit old age homes, special schools and offer services as part of social services. The aim of these student driven programs is nothing but the well-being of the society through various projects. The program for the mental care of prison inmates led the students to interact with people and bring about solutions for the various problems in their daily life is something that the students of Yuvakshetra have mastered at this young age.

Awareness programs conducted teaches the students how to be socially responsible as citizens. The main idea, however, is to inspire - inspire the youth to take this up as an example and bring about a change in their own way!

Our rotary club organized Blood donation camps where the students actively participated. The institution widens the education system through social service of mankind by such kinds of activities which deliberately acts upon the wards and enlightens the view towards the common problems which persist in the societies.

Varied and relevant extension activities are carried out under the auspices of Clubs.

The teachers are active in publishing articles in popular journals and magazines that benefit the public, especially the researchers and practitioners.

Infrastructure and Learning Resources

Yuvakshetra Institute of Management Studies is carefully planned to accommodate all necessary buildings, playgrounds, internal roads, hostels, living areas, etc. well-connected, and leaving sufficient areas for gardening, greening, and for shaded pathways linking the different activity areas. There are several hundreds of trees having distinctly dense and large canopy, dotting the 22.5-acre campus.

These structures house 55 class rooms, with proper lighting, seating and ventilation, technology enabled smart class rooms, ICT enabled classrooms, Three auditoriums, equipped with modern audio and visual instruments, two conference halls, administrative and staff rooms, admission and examination cells. The Institute has enough classrooms to accommodate the teaching needs of the number of students enrolled at a time. The class rooms, lecture halls, laboratories, equipment, etc. have been provided according to the existing norms laid by University. In order to cater to increasing student numbers, in recent past institute added new class rooms with modern facilities

Library has a diverse collection of 12223 books (as on 31.03.2020), 80 plus print journals of various disciplines, previous year university question papers, back volumes of journals, 100 CD/DVD collections also equipped with DELNET Database. The collection includes regular textbooks, reference texts, collected works, dictionaries, encyclopedias, yearbooks, general books, government publications, German language books. Two boys hostels with a capacity of more than 400 boarders and one girls hostel with a capacity of more than 50 boarders, indoor sports hall and Gymnasium, canteen, first aid centre, girls rest/recreation room, garage and many washrooms.

All the Departments are provided with computer system and internet connectivity in office. There is also some facilities like printer, scanner etc. available in department offices. Library collection along with its open access contents play significant role in enhancing the quality of teaching.

Maintenance of civil works is needed for getting uninterrupted services which facilitate smooth and efficient functioning of the institution. The maintenance of civil works include

- Maintaining cleanliness and sanitation in the campus.
- Repair of frequently damaging components like window glasses, plumbing components, sanitary ware, floor tiles, doors, classrooms, benches, boards, furniture, faculty rooms.
- Internal roads maintenance.
- Water supply and over head/underground water tank maintenance.

Student Support and Progression

The College takes constant efforts in the area of student support so that academic excellence is ensured and the campus life is made more enriching through various programmes. The students are taken care of by providing various facilities in the form of indoor and outdoor sports activities, encouragement for participation in co-curricular activities. Moreover, the institution supports deserving students with financial assistance through Freshships from the college and also assists them to benefit from the State Govt. and Central Govt. sponsored scholarship schemes. The institution provides various opportunities to the student community for showcasing their skills like soft skill, language and communication skills, ICT computing skills and life skills.

Most of the students studying in PG classes appear for various competitive examinations like UGC NET/ JRF. Apart from this, some of the UG students appear for the exams such as KMAT, KTET, MAT, and CAT. The college has well established career counseling, entrepreneurship development and placement cells, for guiding students towards a better career and providing job opportunities through campus interviews with the support of

prospective employers visiting this institution for placement of students in service, retail, IT and other employment sectors. As the institution supports the academic growth of the students, it paves the way to enroll for higher education. Almost all the students select higher education after completing their studies at YIMS. Many of them opt for the PG courses offered in this campus itself.

Several co-curricular and sports activities are being conducted to facilitate holistic development of the student and to emerge as a socially mature individual. The elected College Students Union plays a pivotal role in organizing and executing the co-curricular activities of the College. The Union leads the sports and arts activities of the college.

In addition, the institute has granted membership of students in various administrative bodies of the college such as Grievance Redressal Cell, Magazine Committee, Sports Committee, Arts Committee, Women Cell, Disciplinary Committee and IQAC of the College. Moreover, the alumni of the college also contribute effectively to the progression of the institution by providing financial and non-financial contributions.

Governance, Leadership and Management

YIMS consists of well-educated faculty members who are either retired teachers from reputed colleges or qualified professionals.

The college ensures the following:

- The college ensures its functioning by keeping in tune with its vision and mission.
- Decentralization and transparency in all processes of the system.
- The college decided to install solar panels as part of its strategic plan.
- Frequent meetings of Hods and the staff generate short term and long-term plans in addition to propagating the latest changes in the university regulations or the DCE regulations.
- The college implemented various E-governance software in its different departments.
- Provision of employment for the kith and kin of the employees on compassionate grounds.
- Subsidized fee structure for SC/ST/OBC and the children of staff.
- Development training programs organized for the quality enhancement of staffs.
- Existence of formal and informal grievance redressal mechanism for both the students and the staff.
- Performance appraisal system functions as an indispensable aspect of the institution.
- Periodical meetings to review teaching-learning process as part of assuring prime quality.
- Internal and external auditing of accounts.

- Budgetary provisions for the different processes in the system.
- Management of Finance is as per the UGC rules and regulations which has been set by the Directorate of Collegiate Education.
- System intervention in the expenses to be borne by employees.
- Systematic documentation of files and students' interaction with eminent personalities as two strategies adopted by IQAC.

The college has put in place the Internal Quality Assurance Cell as a requirement of Post- Accreditation of NAAC. The IQAC has been ensuring the internalization of quality culture in all the system processes.

Institutional Values and Best Practices

Yuvakshetra institute of management studies is keen to uphold its Institutional Values and Social Responsibilities.

The Institution imparts gender sensitivity among students and faculty through various clubs and cells. We have separate restrooms for women attached to every block and a sick room for women. In order to ensure their safety, CCTV cameras are installed and security guards deployed at relevant points.

The college has effective Grievance Redressal Cell, a Prevention of Sexual Harassment Committee and Counselling facility.

The Institution has alternate sources of energy. We adopt energy conservation measures like solar energy, sensor-based energy conservation, use of LED bulbs and power efficient equipment. In consonance with the institutional principle of green protocol, the college maintains a very strict and eco-friendly waste management mechanism.

The water conservation facilities available in the Institution includes, Rain water harvesting, Open well, Tanks and bunds, Wastewater treatment, Maintenance of water bodies and distribution system in the campus. We have in place systems for solid and liquid waste management, biomedical and e-waste management, hazardous chemical waste management and waste recycling. Green campus initiatives include restricted entry of automobiles, use of bicycles, pedestrian friendly pathways, ban on use of plastic, landscaping, environmental promotion activities in and beyond the campus, clean and green campus award for college. The annual quality audits by the Institution include, Green audit, Energy audit and Environment audit. The Institution provides disabled-friendly, barrier free environment which includes ramps, disabled-friendly washrooms, Signage, assistive technology for Divyangjan and the service of scribes. We incorporate democratic values of cultural, regional, linguistic and communal harmony. The college organizes programmes to sensitize students and employees on the constitutional obligations of citizens and has a prescribed code of conduct for every stakeholder. We celebrate national/international commemorative days, events and festivals.

Our institutional best practices are (i) Snehotsavam, Snehaveedu and (ii) Skill Development Programmes. Our institutional Distinctiveness is Green campus, The college is committed to the preservation of the ecosystem and the enthusiasm with which this has been practiced from the time of the establishment of the institution, has

never slackened or taken a backseat. Ours is a pioneering and trend-setting institution and a model for nearby institutions to emulate.

NAAC

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	YUVAKSHETRA INSTITUTE OF MANAGEMENT STUDIES
Address	YUVAKSHETRA INSTITUTE OF MANAGEMENT STUDIES EZHAKKAD, MUNDUR PALAKKAD -678631
City	Mundur
State	Kerala
Pin	678631
Website	www.yuvakshetra.org

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Tomy Antony	0491-2846426	9961233888	0491-2846426	naac@yuvakshetra.org
IQAC / CIQA coordinator	T K Rajan	0491-9446537545	9072552784	0491-000000	iqac@yuvakshetra.org

Status of the Institution	
Institution Status	Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular Day

Recognized Minority institution	
If it is a recognized minority institution	Yes Minority certificate.pdf
If Yes, Specify minority status	
Religious	Christian
Linguistic	
Any Other	

Establishment Details				
Date of establishment of the college	01-07-2005			
University to which the college is affiliated/ or which governs the college (if it is a constituent college)				
State	University name	Document		
Kerala	University Of Calicut	View Document		
Details of UGC recognition				
Under Section	Date	View Document		
2f of UGC				
12B of UGC				
Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	YUVAKSHETRA INSTITUTE OF MANAGEMENT STUDIES EZHAKKAD, MUNDUR PALAKKAD -678631	Rural	17.16	17654.18

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BSc,Hotel Management	36	Senior Secondary	English	97	75
UG	BSc,Hotel Management	36	Senior Secondary	English	100	75
UG	BSc,Mathematics	36	Senior Secondary	English	40	37
UG	BSc,Physics	36	Senior Secondary	English	40	33
UG	BSc,Chemistry	36	Senior Secondary	English	25	24
UG	BSc,Psychology	36	Senior Secondary	English	55	55
UG	BSc,Geography	36	Senior Secondary	English	55	53

UG	BA,English	36	Senior Secondary	English	70	57
UG	BCom,Com merce	36	Senior Secondary	English	70	69
UG	BCom,Com merce	36	Senior Secondary	English	140	136
UG	BCom,Com merce	36	Senior Secondary	English	60	57
UG	BBA,Manag ement	36	Senior Secondary	English	70	68
UG	BSc,Comput er Science	36	Senior Secondary	English	55	54
UG	BCA,Compu ter Science	36	Senior Secondary	English	55	55
PG	MSc,Psychol ogy	24	Graduation	English	10	9
PG	MSc,Geogra phy	24	Graduation	English	20	13
PG	MA,English	24	Graduation	English	30	29
PG	MCom,Com merce	24	Graduation	English	30	29

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				5				80			
Recruited	0	0	0	0	4	1	0	5	28	52	0	80
Yet to Recruit	0				0				0			

Non-Teaching Staff						
	Male		Female		Others	Total
Sanctioned by the UGC /University State Government						0
Recruited	0		0		0	0
Yet to Recruit						0
Sanctioned by the Management/Society or Other Authorized Bodies						53
Recruited	17		36		0	53
Yet to Recruit						0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				5
Recruited	5	0	0	5
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	2	0	0	4	4	0	10
M.Phil.	0	0	0	1	1	0	5	10	0	17
PG	0	0	0	1	0	0	17	18	0	36
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	3	0	3
M.Phil.	0	0	0	0	0	0	0	3	0	3
PG	0	0	0	0	0	0	2	14	0	16
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	1	0	0	1
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	0	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	1163	16	7	0	1186
	Female	1038	14	7	0	1059
	Others	0	0	0	0	0
PG	Male	11	0	0	0	11
	Female	142	0	0	0	142
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	4	2	1	1
	Female	4	4	2	2
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	39	31	32	28
	Female	44	33	30	31
	Others	0	0	0	0
General	Male	349	288	281	274
	Female	382	357	223	262
	Others	0	0	0	0
Others	Male	5	4	4	1
	Female	3	4	1	2
	Others	0	0	0	0
Total		830	723	574	601

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	The Institution recognizes the success of higher education in quality based and engagement of both faculties and students. Basing on the guidelines of the University of Calicut, the Institute imparts Multidisciplinary courses like Open Course and complementary courses. Faculties are given freedom to design their own curricular and pedagogical approaches within the University approved framework. The Institution provides Multidisciplinary and Interdisciplinary Add-on and Certificate Courses in order to empower the students to ensure optimal learning environments. Professional academic and career counseling is made available to all students to ensure physical, psychological and emotional well being.
2. Academic bank of credits (ABC):	The Academic Bank Credit system has not yet been implemented in this college. The Institution is ready to implement ABC system provided the University begins it.
3. Skill development:	The Institution aims at acknowledging the ability of the youth and their extended support by serving them with the proper guidance to achieve their ambitions. The Institution is proposing some essential employability skills like - Positive attitude, Computation skill, Programming Skill, Communication, Teamwork, Self-Management, Willingness to learn, thinking skills etc and these skills will help students to improve a lot. The Institution is giving a lot of opportunities to enhance the student centric methods. Each department is engaging their students to provide adequate training in professional skills. This also aims to create opportunities for the enhancement of talents within the institution and improve the overall scope and space for slow learners also. The Institution focuses on the students to learn multiple skills at a time. The student's progress is based on cognitive, motivational, social resources are value based and can be acquired in a learning process. The Institution helps the faculties and students by offering opportunities like Add On courses, Certificate Courses etc.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	Being an Indian Intuition, Yuvakshetra Institute of Management Studies is ready to incorporate an Integrated Indian Knowledge System provided the University of Calicut introduces it. Now the

	<p>institution imparts Indian knowledge system by giving various language courses like Hindi and Malayalam. Indian philosophy, culture and history are to be introduced as obligatory subject. The Institution will follow a moral responsibility as stakeholder in the Indian Educational System to strive for quality and equitable education for all by extending stimulating courses on Indian Knowledge System to all students at a young age so that they know the importance of Indian Studies. Cultural awareness and expression are among the major competencies considered important to develop in students, in order to provide them with a sense of identity, belongingness and appreciation of Indian cultures and identities. It would also build a positive cultural identity and self esteem among the students as Indians.</p>
<p>5. Focus on Outcome based education (OBE):</p>	<p>Yuvakshetra Institute of Management Studies provides Arts, Science and Commerce programmes, each with its own set of goals and objectives. The Curriculum of each discipline includes the precise learning outcomes of several courses. The vision and Mission of the college aims at broader outcomes for specific programmes. The Motto of the college is “Inform and Form to Transform”. The faculties and students are aware of the Programme outcomes of the institution based on the University Curriculum. The knowledge, skills, talents and attitudes will help the students to develop themselves while pursuing graduate and post graduate degrees are referred to as programme outcomes. The college builds up an environment that encourages students to learn beyond classroom education. The Institution focuses on strengthening the Outcome based education programme, courses and services so as to help the students in their decision-making processes.</p>
<p>6. Distance education/online education:</p>	<p>The Institute not yet recommended distance education as we follow the curriculum of the University. At the same time the Institute recommends the students to enroll in various online courses like NPTEL, SWAYAM etc. Digital learning is often self-paced where a student can do his/her work according to their own time, unlike traditional classes. Since there are no fixed hours for the classes, the students can easily make use of their leisure time in finishing their work. Online education also helps them to grow and improve their time management</p>

abilities. The Institute helps the students to take online certificate courses in and around India at their graduation time, so that they can get a wide experience by connection of many resource persons other than their teachers.

NAAC

Extended Profile

1 Program

1.1

Number of courses offered by the Institution across all programs during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
356	326	296	294	279
File Description		Document		
Institutional data prescribed format		View Document		

1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
18	16	13	13	12

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
2074	1841	1652	1557	1384
File Description		Document		
Institutional data in prescribed format		View Document		

2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
252	215	173	146	137

File Description	Document
Institutional data in prescribed format	View Document

2.3

Number of outgoing / final year students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
584	580	513	470	413

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

Number of full time teachers year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
72	65	59	58	50

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
75	72	65	63	54

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 60

4.2

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
508.698	1146.471	685.708	618.983	865.228

4.3

Number of Computers

Response: 263

NAAC

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The Institution ensures effective curriculum delivery through a well planned and documented process

Response:

Yuvakshetra Institute of Management Studies follows the curriculum prescribed by the University of Calicut. Effective delivery of the curriculum is regarded as the most vital aspect of the teaching-learning process, and the institution ensures this through meticulous planning, prompt implementation and precise documentation.

The IQAC monitors all the activities of curriculum delivery with the help of CBCSS Committee.

Planning

- The Heads of the various departments present their Year Plans at a General Staff Meeting held at the beginning of every academic year.
- A College Academic Calendar is prepared on the basis of the University's Academic Calendar.
- A Master Timetable is made on the basis of which department timetables are prepared.
- Class Mentors distribute the timetables to the students. Students can access the Academic Calendar and timetables through the college websites. Each teacher prepares a semester plan for the allotted course.

Implementation and Documentation

- Teachers maintain faculty diaries to record all their institutional activities, including teaching-learning, continuous assessment data of students, participation in meetings/seminars/workshops, and service details.
- Daily attendance of students is marked in an Attendance Register.
- Class leaders maintain a log book to record daily classes, activities and absentees. In pandemic times, Class Mentors also maintain online log books
- Practical sessions are conducted in the well-equipped laboratories. Records maintained by students are evaluated and certified by the respective supervisors.
- At least one test and a model exam are conducted for every course in each semester. The

performance of the students are recorded in prescribed formats. The grades/marks awarded are displayed on the notice-boards of the college.

- Slow and advanced learners among students are identified through tests. Slow learners are given Remedial Coaching and are tested again later. Advanced learners are given additional challenging activities and sent for career-oriented programmes.
- Every batch of students is given Bridge Courses to ensure that they are equipped with the additional knowledge and skills required to embark on the study of the courses of their choice.
- Add-on Courses focusing on specific needs, and Certificate Courses that help enhance the knowledge of the students are provided regularly after they are evaluated and approved by the Curriculum Committee.
- The teachers utilize various teaching aids and learning resources to optimize the effectiveness of the teaching-learning experience, including the following:
 - Seminars
 - Education field visits, industrial visits
 - YouTube, WhatsApp; Zoom, Google Meet, Google Classroom
 - Guest Lectures, Extension/Expert Lectures, Alumni Sessions, Peer teaching
- The Library is the major learning resource. Students, teachers and other staff can access, browse and borrow books and journals from the huge stock available in the library.
- Students can also access the books catalog through OPAC service and e-resources through DELNET facility.
- The IQAC organizes induction and orientation programmes for the teachers at the beginning of each semester to sharpen skills and improve knowledge.
- The Feedback collected from parents, staff and students, as also the suggestions received at PTA meetings help in improving the quality of curriculum delivery.

File Description	Document
Upload Additional information	View Document
Link for Additional information	View Document

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

Response:

Yuvakshetra Institute of Management Studies (YIMS) is a premier professional training institute and Arts and Science College affiliated to the University of Calicut.

- The college strictly adheres to the academic calendar of the University of Calicut for the effective conduct of all activities.
- Based on this, the academic year begins with the **Year Plan** presentation, which comprises an outline of academic and non-academic activities, including the conduct of internal examinations.

Academic Calendar: The college prepares an academic calendar according to the university calendar which includes information on conduct of internal exams, departmental activities, and other relevant information regarding the college. It is circulated among the students so that they can get an idea regarding the academic year's activities.

Internal Assessment Strategies

- Every programme comprises Odd Semester from June to October and Even Semester from November to March.
- Teachers strictly adhere to the **semester plan** which is submitted before the commencement of every semester for the timely completion of syllabi.
- **Bridge course:** It helps students to bridge the gap in their acquired knowledge and prepare them for the program opted for the college.
- **Internal examinations** are conducted according to the university syllabi on preplanned dates.
- A minimum of two internal exams and a model exam are conducted semester wise in order to ensure the progress of the students.
- Internal Marks are prepared according to the university norms which include marks of internal examinations, assignments, seminar and attendance for each course.
- Internal marks verified by the principal along with the **progress report**, are displayed on the notice board before the marks are uploaded in the university website.
- In case of discontent regarding internal marks, students can approach the department's **Students Grievance cell**.
- **Remedial coaching:** Students, identified as slow learners, through classroom discussions, participation in the regular classroom activities, performance in the internal examinations and feedback from mentors, are provided with special remedial coaching, revision classes, question paper discussions, problem solving sessions for improvement during the semester.
- UG and PG students engage themselves in **group discussion, library hours, debate, peer teaching, seminars** and such other activities.

- Along with the conventional offline assessment strategies, evaluation of their performance is combined with online mode using **Google Classroom, Google Meet etc.**
- Tutors are also assigned to the students to direct them in their academics by conducting **tutorial classes.**
- **Log books** are maintained class wise in each semester and it is monitored by class mentors. This helps the students to track progress regarding the syllabus.
- The **IQAC** monitors the feedback of the students regarding academics for the overall development of future curriculum planning. This helps the faculties to identify the necessary areas that need improvement.
- **Class PTA** meeting is arranged semester wise/yearly to inform parents about the progress of their wards and to invite suggestions for better planning and execution.

File Description	Document
Upload Additional information	View Document
Link for Additional information	View Document

1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

Response: B. Any 3 of the above

File Description	Document
Institutional data in prescribed format	View Document
Details of participation of teachers in various bodies/activities provided as a response to the metric	View Document
Any additional information	View Document
Link for Additional information	View Document

1.2 Academic Flexibility

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

Response: 100

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

Response: 18

File Description	Document
Minutes of relevant Academic Council/ BOS meetings	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document
Link for Additional information	View Document

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 72

1.2.2.1 How many Add on /Certificate programs are offered within the last 5 years.

2020-21	2019-20	2018-19	2017-18	2016-17
27	21	2	15	7

File Description	Document
List of Add on /Certificate programs	View Document
Brochure or any other document relating to Add on /Certificate programs	View Document
Any additional information	View Document
Link for Additional information	View Document

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

Response: 51.57

1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1752	1702	50	856	317

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	View Document
Any additional information	View Document

1.3 Curriculum Enrichment

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

Response:

The institution is always committed to make the students aware of the importance of various cross cutting issues which have long lasting influence on the society. The issues relevant to gender, human values, professional ethics, environment and sustainability are very important in this regard and need special attention. There are a number of distinctive courses belonging to various programmes offered by the college which equip the students to form a clear understanding of these issues. The following courses have been offered by the college according to the syllabus of the University of Calicut for various programmes for the integration on various cross cutting issues as mentioned above into curriculum. Also, while doing projects and dissertations students choose works or areas that explore the issues like **professional ethics, gender, human values, environment and sustainability.**

The departments' courses relevant to cross-cutting issues are listed below.

- **English** - ENG2A04ZEITGEIST: READINGS ON CONTEMPORARY CULTURE, ENG4E14 DALIT STUDIES, ENG3E03 WOMEN'S WRITING, ENG6B03 WOMEN'S WRITING addressing Gender Issue.
- **Geography** - GRY4E03.1 CULTURAL GEOGRAPHY, GRY2C01.2 SOIL GEOGRAPHY, GRY6B13 BIO GEOGRAPHY, GRY1C01.3 GEOGRAPHY OF WATER RESOURCES, GRY5B05 HUMAN GEOGRAPHY, GRY4C01.4 INTRODUCTION TO DISASTER MANAGEMENT dealing with Environment and Sustainability and Human Values.
- **Psychology** - PSY6B04 LIFE SKILL EDUCATION APPLICATIONS AND TRAINING, PSY5D02LIFE SKILL APPLICATION, PSY6B02 APPLIED SOCIAL PSYCHOLOGY, PSY5B04 PSYCHOLOGICAL COUNSELLING, PSY3B01 PSYCHOLOGICAL MEASUREMENT AND TESTING, C13 ENVIRONMENT PSYCHOLOGY relevant to Human Values, Gender, and Environment and Sustainability.
- **COMMERCE** - MCM 1C02 CORPORATE GOVERNANCE AND BUSINESS ETHICS, BCM1B01BUSINESS MANAGEMENT, MCIF4C15 STRATEGIC MANAGEMENT AND COOPERATE GOVERNANCE addressing Professional Ethics.
- **BBA** - BBA6B12ORGANISATIONAL BEHAVIOR, BBA5B07HUMAN RESOURCES MANAGEMENT, BBA1B01MANAGEMENT THEORY AND PRACTICES relevant to Professional Ethics and Human Values.

Beside these courses, Audit Courses like AUD1E01: ENVIRONMENTAL STUDIES, AUD2E02:

DISASTER MANAGEMENT, AUD3E03: CONSUMER PROTECTION ACT, AUD4E04: GENDER STUDIES are also relevant to Environment and Sustainability, Professional ethics and Gender.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View Document
Any additional information	View Document

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 4.92

1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
16	16	15	15	14

File Description	Document
Programme / Curriculum/ Syllabus of the courses	View Document
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	View Document
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View Document
Any additional information	View Document

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 30.09

1.3.3.1 Number of students undertaking project work/field work / internships

Response: 624

File Description	Document
List of programmes and number of students undertaking project work/field work/ /internships	View Document
Any additional information	View Document

1.4 Feedback System

1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni

Response: B. Any 3 of the above

File Description	Document
Any additional information (Upload)	View Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback process of the Institution may be classified as follows: Options:

1. Feedback collected, analysed and action taken and feedback available on website
2. Feedback collected, analysed and action has been taken
3. Feedback collected and analysed
4. Feedback collected
5. Feedback not collected

Response: A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
Upload any additional information	View Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 86.76

2.1.1.1 Number of students admitted year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
830	723	574	601	524

2.1.1.2 Number of sanctioned seats year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
997	867	672	652	585

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 40.92

2.1.2.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
99	77	75	65	57

File Description	Document
Average percentage of seats filled against seats reserved	View Document
Any additional information	View Document

2.2 Catering to Student Diversity

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

Response:

The Institution assesses the students learning levels by implementing different mechanisms. The merit in the **qualifying examinations, Competitive entrance examinations**, and the performance in the initial stage of the Programme, including the **Bridge Courses** are taken as indicators of their performance as they get admitted to the program in the Institution. The assessment procedure is a statistical process of making the three levels like **High, Average and Low** on the basis of the central tendencies. The change of the students' performance in each level is compared with the previous semester and can be assessed continuously.

Response:

The institution always aims to follow an efficient procedure to cater to the needs of students from diverse back grounds, localities and learning capacities. After categorisation in to slow and advanced learners, various need based activities are conducted to ensure the learning capacities of each student to excel in their academics.

Orientation and Assessment

- Every year a general orientation programme called '**Inizio**' is held for the new UG and PG students and also for parents.
- Bridge Courses are offered and based on the class performance and other internal examinations, the students are identified as weak or advanced..
- Students are provided with additional inputs for better career planning and growth by offering special coaching like PSC coaching and NET coaching.
- The institution encourages the students to participate in various symposiums like Research Paper Presentations, Conferences, Inter-institution competitions etc.
- Career guidance sessions are offered to help the students to have the knowledge of various career opportunities.

For slow Learners

The slow learners are not labeled as poor achievers or problem students in the class; rather they are treated as any other student in the class but are provided extra classes as Remedial classes for improvement and achievement.

The Departments maintains attendance registers and activity log books for all remedial classes and is offering a special attention to them. The students are given with training on communication skills,

personality development, time management and motivational sessions.

Academic and personal counseling are given to the slow learners by the tutor, mentor and the counseling cell.

Peer Group Teaching strategy, Student Help Desks and a support from Alumni are also formed to encourage the slow learners in the institution.

For Advanced Learners

Advanced learners are encouraged to refer advanced textbooks and Journals for improving the quality of their learning. The departments encourage and help them to participate in group discussions, technical quizzes to develop analytical and problem solving abilities, to improve their presentation skills. They are also motivated to participate in National and International Conferences and also to deliver presentations.

The **PG Department of Commerce** offers **Knowledge Extension Programmes** for the advanced learners they are offering sessions for higher secondary school students, which promise great exposure and confidence.

The process of giving additional inputs to the advanced learners and the slow learners is not an effort to make the students average achievers but to make very one better achievers.

File Description	Document
Upload any additional information	View Document
Past link for additional Information	View Document

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

Response: 28.81

File Description	Document
Any additional information	View Document

2.3 Teaching- Learning Process

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

Response:

Introduction

The Institution practices a teaching methodology which focuses on imparting education through a student centric approach. This methodology helps to transform students from being relegated to the role of passive recipients to active, apart from boosting their confidence and encouraging independence. The teacher facilitates learning by allowing each individual student to comprehend at their personal level by ensuring their involvement in class activities so that they can absorb and grasp information at their own pace.

Planning of Learning Activities

- **New Technology classrooms:** Audio- Visual methodology and Google Classrooms are some of the means used by departments to boost student participation.
- **Seminars and Assignments:** Internal assessments are so planned so as to encourage students to work independently. Written Assignments are required to be submitted by students to, develop writing skills and inculcate an interest in research activities.
- **Add- on courses:** Add-on courses are offered to give extra edge for career and life readiness.

Infrastructure:

- **Laboratories:** The various labs and ICT enabled classrooms facilitate experiential learning

Implementation of experiential learning activities

- **Field Visits & Industrial Visits:** Field visits are highly entertained in the institution. The students of Psychology department visited mental health centers, prisons etc. to understand the real living condition and the laws of their minds. The Institution promotes Industrial visits for the final year students.
- **Internships:** The main aim of Internships is the enhancement of the employability skills of the students passing out from the Institution.

Implementation of Participative learning

- **Class Demonstrations:** The PG students are motivated to take classes for Under Graduate and Higher Secondary school students and this helps students to increase their academic as well as social skills.
- **Product Marketing:** Product Marketing techniques are highly promoted in and outside the campus among the Commerce and BBA students.
- **Green Campus Activities:** To create a green campus, the institution, runs projects on, Organic food, Renewable energy, Gardening, landscape and biodiversity, Low-carbon transport, clean water and Recycling.
- **Debate and lecture series:** Discussions and debates on contemporary issues are encouraged and students get an opportunity to express their views apart from learning to respect perspectives of the 'other'.
- **Paper Presentations in Conferences:** The UG and PG students attend conferences, workshops, and present papers in both national and international seminars.

Implementation of Problem Solving Methodologies

- **Case Study methods:** The **teachers allot** teams to work out case study problems and present to group Participants: Teams are asked to work on a case study to come up with innovative and practical solutions to the problem at hand.
- **Discussion:** The institution follows discussion methods in many of the subjects as it makes the students to think wide and participate and come up with the opinions & suggestions to check their current knowledge.
- **Quizzes:** Quizzes are conducted by subject teachers in all UG and PG programmes. They help to identify gaps in knowledge, build confidence and help students retain information.

File Description	Document
Upload any additional information	View Document
Link for additional information	View Document

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

Response:

Response:

- ICT or Information and Communication technology deals with the application of different electronic media in the collection, storage and rapid access of information to users.
- The institution is equipped with sufficient ICT enabled classrooms, seminar halls, and audio visual rooms.

E-Learning resources in our college

Information & Communication Technology (ICT) enabled teaching methodologies and advanced technologies are being followed by the faculty members in class rooms.

- The academic plan, lesson plan, lab manuals and question banks with solution are made available at the very beginning of the semester through Google classrooms and also updated in the college website.

- Sufficient number of books, journals, e-journals and e-books are available in the library through **DELNET**. The research journals are available online and facility for accessing these journals is provided through college website.
- The college provide ICT facility for the Students in online learning, such as **SWAYAM** and **NPTEL** courses.
- Teachers use power point presentations in teaching.
- Teachers take live online classes through **LMS** platform, Google classroom, and platforms like **Google Meet, Webex, Zoom** etc.
- The faculties also use **Graphic Tablet**.
- Teachers also provide recorded video online classes.
- Teachers create lecture videos which are also uploaded in respective department **YouTube channels** and made available to the public.
- Computer science department lab facility is also availed by other department students whenever required.
- Study materials are shared through whatsapp, Google classrooms, MOODLE classroom and College Website.
- Virtual platforms are also used for **Group Discussions and Seminar presentations**.
- Many **National and International Webinars** are arranged for students related to Academics.
- Subject oriented Career Guidance and skill Enhancement programmes are also provided.
- Motivation Talks for the students are held with the help of various National and International experts.
- Examinations and assignments are conducted through Google classrooms.

File Description	Document
Upload any additional information	View Document
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View Document

2.3.3 Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year)

Response: 28.41

2.3.3.1 Number of mentors

Response: 73

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	View Document
mentor/mentee ratio	View Document
Circulars pertaining to assigning mentors to mentees	View Document

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 92.34

File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	View Document
List of the faculty members authenticated by the Head of HEI	View Document
Any additional information	View Document

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 11.58

2.4.2.1 Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
11	9	6	5	5

File Description	Document
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	View Document
Any additional information	View Document

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

Response: 3.14

2.4.3.1 Total experience of full-time teachers

Response: 226

File Description	Document
List of Teachers including their PAN, designation, dept and experience details(Data Template)	View Document
Any additional information	View Document

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

Response:

The internal assessment is done by all the departments in accordance with the regulations of the University of Calicut for both the UG and PG courses. As per the university norms, the ratio of weightage is 20% Continuous Internal Evaluation and 80% End Semester Examination for both UG and PG courses. The institution is always keen to ensure that the internal assessment process is transparent and fair.

- As per the academic calendar, a tentative schedule is prepared and displayed on the notice board/Google classrooms.
- The **Examination committee** monitors the proper conduct of internal examinations in each department. The internal evaluation comprises of **internal examinations, Assignments, Seminars, Viva Voce and other class activities.**
- Each course has internal and external assessment procedures as per pre-planned Department/ College schedule.
- Each subject faculties conduct numerous tests and a model exam out of which the best mark is considered as the internal test mark.
- Question papers for all tests and assignments are linked with course outcomes (Cos). Students are provided with question bank related to the course objective in each semester.
- The Assignment questions are discussed with the students before allotting it to them.
- All the teachers submit the question papers to the Examination committee.
- The Evaluation takes place progressively during the semester and is designed to check and report, the periodic performance of the students.
- The answer scripts of each test are given back to the students after evaluation for their information which provides transparency and accountability to the evaluation process
- Apart from University prescribed methods like assignments and tutorials, more relevant methods such as surprise test, MCQ tests, peer evaluation, project work etc are also conducted within the internal assessment.
- The marks for assignment/seminar are given on the basis of the student's involvement in the activity and the mark for the attendance is given in accordance with the hourly attendance recorded by each faculty.
- All teachers keep records of all the internal/ external valuations in hard copy form like **Registers, Faculty Diary** etc.
- The consolidated internal mark list prepared by the class mentor is shown to students for verification and duly signed by them. Later, it is published on the notice board duly signed by the Class Mentor, HOD, VP and Principal.
- If there is any Grievance regarding marks, the students can approach the respective Department Grievance Redressal Cell/ Committee which strives to solve the issue very positively.

- At the end of each semester, the consolidated internal marks report is submitted to the Principal. The same is uploaded in the university site when demanded.
- **Flipped classroom** technique is used in classroom evaluation.

The academic performances of the students are recorded in the **Progress Reports**, which is a valuable indicator that measures the academic progress of all the students.

File Description	Document
Any additional information	View Document
Link for additional information	View Document

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

Response:

- Complete transparency in the internal assessment system. The students are informed about the various components of assessment and evaluation process during the initial orientation programme conducted at the beginning of the course.
- The internal assessment test schedules are prepared as per the University guidelines and communicated to the students well in advance. Internal exams on the syllabus, including practical are conducted twice every semester.
- The institution holds an **Examination Executive Committee** with the **Principal** as the **Chief Superintendent**, **Vice Principal** as the **Additional Superintendent**, a **Supervisor** and **other members for the smooth function of University Examinations**.
- The Examination Cell was established for the purpose of **conducting**

Examinations, receiving and storing answer scripts etc and it is headed by the **Additional Superintendent** nominated by the Principal. There is sufficient number of supporting staff to look after the routine work of the Cell. The Cell is well established in terms of infrastructure, computing and printing facilities. The Examination Cell has got two sections namely Confidential and Execution section.

- The Exam cell allocates the **exam invigilation duty** one week prior to the commencement of the examinations. The duty list is circulated among the faculty community and duly signed by them.
- The institution also provides venue for the conduct of **SDE examinations**.
- The **Project Review Committee** along with the project guides evaluates the quality of the projects. The end examination for the laboratory and projects is conducted with internal and external examiner appointed by the university.
- The college assures the solving of various grievances in internal and external examination through a well planned manner.
- A **Student Grievance Cell** is formed to concentrate on the grievances about internal examinations of various departments. All Departments have a Grievance cell which consists of 5 members, including HOD, a faculty from the department, 2 faculties from other departments and a student representing the concerned department.

- The **External Exam grievances** are reported to the Chief Superintendent/Additional Superintendent of the college, who forwards it to the Controller of Examinations in university for necessary actions.

Redressal of grievances at Institute level:

Departmental Level:

- The continuous evaluation of students is carried out by faculty regarding Theory Lectures, Practical, Assignments, and Unit tests.
- The internal examination marks are allotted based on defined strategies, and displayed on the notice board.
- Students' Queries, if any, is discussed within Department level and is reported to the Principal.
- The copy of uploaded internal marks is shown to the students.

College Level:

- The Institute appoints a Chief Superintendent and an **Additional Superintendent** for smooth conduct of University Examinations.
- Problems, if any, are solved by the Chief Superintendent.
- The grievances during the conduct of theory/practical examinations are considered and discussed in the grievance cell and if necessary, forwarded to the university by the Chief Superintendent.
- Strictly follows the guidelines and rules issued by the affiliating university while conducting internals and semester- end examinations.
- Seating plan and table marking are followed for both internal and external examinations.

Thus, the Institution follows a regular, efficient and transparent examination and evaluation system.

File Description	Document
Any additional information	View Document
Link for additional information	View Document

2.6 Student Performance and Learning Outcomes

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

Response:

- The vision and mission of the college aims at broader outcomes for specific programmes. The motto of the College is **“Inform and Form to Transform”**.
- Yuvakshetra Institute of Management Studies provides Arts, Science and Commerce programmes,

each with its own set of goals and objectives. The curriculum of each discipline includes the precise learning outcomes of several courses.

- Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (Cos) are the basic concepts set for assessing the knowledge and skills acquired by the students on the successful completion of a specific course/ Programme. The knowledge, skills, talents, and attitudes that students develop while pursuing graduate and post-graduate degrees are referred to as programme outcomes.
- University of Calicut has various Board of Studies for each Programme which sets these POs, PSOs and COs.
- The faculties are aware of these outcomes from the University syllabus of each Programme.
- Each programme provides varying levels of knowledge, which ultimately aims at building responsible future citizens.
- The College builds an environment that encourages students to learn beyond classroom education.

All information about the curriculum and its objectives is communicated to the stakeholders through different media like Website, Prospectus, Handbook, Newsletters, Public display of notice boards and Social media.

Communication of Outcomes:

The College has well-designed strategy to communicate programme and course outcomes to all stakeholders involved, including:

- The college website as well as the prospectus can provide the public with necessary information.
- Pos, PSOs and COs are well displayed on the college website.
- The Counselling Cell and the Students' Help Desk inform students about what to expect from various courses at the time of admission.
- During the Orientation Programme held on the initial days of every academic year organized by IQAC, the course outcomes are explicitly outlined by the HODs and concerned course teachers of each programme.
- Bridge courses are conducted by the Departments individually in the beginning of academic year to make awareness on Course Outcomes among students.
- The soft copies of Pos, PSOs and COs along with the syllabus are made available to the students through Google classrooms.
- Students are given opportunities to contact with senior students in order to learn about their experiences and career success, which encourage and motivate them to chart similar strategies for their own future.

File Description	Document
Upload COs for all Programmes (exemplars from Glossary)	View Document
Past link for Additional information	View Document

2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.

Response:

The college has designed the Teaching- Learning and assessment strategies in tune with the vision and mission of the college. Being an affiliated college under University of Calicut, we are bound to choose courses that are offered by our university. The progress and performance of each student throughout the programme are evaluated at the Institution level in various ways.

- The timely measurement and revision of the courses offered in the programme is very important in the development of a good curriculum. Achievement of course outcome can be measured by conducting test papers, surprise examinations, problem solving sessions and model test papers, seminars and assignments. It can also be evaluated from the performance of the students in the practical and laboratory sessions. Internal and Model examinations are scheduled and conducted in every semester as per the University norms.
- Minimum of two internal examinations are conducted to prepare the final internal report and this is used for the evaluation of attainment of course outcomes
- In each semester, Assignments and Seminars are given to students and are taken into account for the Internal assessment score.
- ICT enabled activities are assigned to students to enhance the achievement of outcomes.
- The results of the continuous internal assessment are maintained in the respective departments and an evaluation report is prepared to assess the learning outcomes.
- Projects and Viva Voce for both PG and UG students help in assessing the Course Outcomes as well as the Programme Specific Outcomes.
- Attainment of course outcomes is evaluated at the Department level from the results of semester examinations conducted by the University.
- Feedback is collected from the stakeholders such as students, faculties and alumni to analyse the Programme Outcomes.
- Students' enrolment in higher education and career achievements is used to evaluate the programme Outcomes.
- Encourages students to participate in exhibitions, National seminars, workshops and management fests conducted by the college as well as by other institutions. Their participation indirectly evaluates the Programme Specific Outcomes.
- Quizzes, group discussions, and debates help in the assessment of subject knowledge and analytical ability of students.
- The field visits, internship programmes and project works measure the attainment of the PSO's and CO's. The participation of students in skill-oriented activities, presentation of papers, debates etc. measures the attainment of PSOs.
- The practical classes conducted in the laboratories helps in the assessment of students' experimental skills, practical knowledge and the capability to solve a problem which are the outcomes of many of the UG and PG programmes.

- Subject related add-on courses are given and the performance of the students in it is used to evaluate the attainment of Programme Specific outcomes.
- Progress reports are maintained in the department of each student, which is used to evaluate the progress of students in each course and hence measures the outcome attainment.

File Description	Document
Upload any additional information	View Document
Paste link for Additional information	View Document

2.6.3 Average pass percentage of Students during last five years

Response: 87.46

2.6.3.1 Number of final year students who passed the university examination year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
476	533	473	412	347

2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
584	580	513	470	413

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View Document
Upload any additional information	View Document
Paste link for the annual report	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.58

File Description	Document
Upload database of all currently enrolled students (Data Template)	View Document

NVAAC

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description

Document

List of endowments / projects with details of grants

[View Document](#)

e-copies of the grant award letters for sponsored research projects / endowments

[View Document](#)

3.1.2 Percentage of teachers recognized as research guides (latest completed academic year)

Response: 0

3.1.2.1 Number of teachers recognized as research guides

File Description

Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 0

3.1.3.1 Number of departments having Research projects funded by government and non-government agencies during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

3.1.3.2 Number of departments offering academic programmes

2020-21	2019-20	2018-19	2017-18	2016-17
10	9	7	7	6

File Description	Document
List of research projects and funding details	View Document
Any additional information	View Document

3.2 Innovation Ecosystem

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

Response:

The institution recognises that the rapid pace of change in all spheres necessitates a culture and ecosystem of research and innovation. Efforts made for creation and dissemination of knowledge are:

The college hosted the 32nd Kerala Science Congress from 24 January, 2020 to 27 January, 2020. There were Paper Presentations and Project Presentations by scientists from different parts of the country. The focal theme of KSC was “Science & Technology for Climate Change Resilience & Adaptation”. The Honorable Chief Minister Sri Pinarayi Vijayan inaugurated the session on 25 January, 2020.

The **Department of Computer Science** inaugurated the club “**Bits & Bytes**” with an aim to promote students centric activities. The various kinds of Programmes held are Club Inauguration, Become a Dev - 3 Day Webinar Skills For a Resilient Youth.

The **Department of Mathematics** conducted a seminar on **Introduction to SCILAB** on 25 September, 2019 for the students of various schools in Palakkad to make them familiar with the most advanced mathematical software. The participants were awarded certificates.

The **Department of Commerce** organised a **5 day Capacity Building Programme** for Plus Two students. Five faculties from Department handled the session wherein the participants were given an awareness on scope of Commerce, various courses available in the stream, career opportunities, Professional Courses in the stream, etc.

Ms. Keerthi M.S (Assistant Professor, Department of Commerce) delivered a session on “**Administrative Learning**” during a **Lecture Week** conducted by NGM College, Pollachi. It focused on the career opportunities for BBA students and the administrative jobs available in various fields.

"**Koode**" is the chapter of Myra-ek pahal which focuses on providing under-served students with supplementary education online, with the help of driven educators. Some of our students acted as driven educators.

Preempto Research Wing is fully operational under the **Department of Computer Science** to help the final year BCA/B.Sc. Computer Science students who excel in the field of Software Project Development to produce socially committed software solutions every year.

The Business Lab was inaugurated on 2 December, 2020 the **PG Department of Commerce**. A **Hands-On training session on Share Trading** was conducted. It was a live interactive session on trading in stock market. The session was handled by the final year B.Com Students.

World Tourism Day is commemorated on 27 September by the **Department of Hotel Management**. The major events included in 2020 were **Cam-O-Flash' – a Photography contest** and a live webinar on the topic "**Tourism and Jobs, A Better Future for all**".

Ms. Meena Jose Komban, HoD of Department of Computer Science, delivered a session on "**Introduction to Theory of Computation and Turing Machine**" at a Webinar conducted at **Bharathmatha College of Arts and Science** on 21 August, 2020. The Second year BCA students were the participants of the programme.

The **Department of Physics** is in the process of starting an incubation centre for making **LED Bulbs and Tubes** in order to help the students develop skills for scientific enquiry, the ability to think scientifically, critically and creatively and develop experimental and theoretical skills.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

3.2.2 Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the last five years

Response: 56

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

2020-21	2019-20	2018-19	2017-18	2016-17
32	10	5	8	1

File Description	Document
Report of the event	View Document
List of workshops/seminars during last 5 years	View Document
Any additional information	View Document

3.3 Research Publications and Awards

3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years	
Response: 0	
3.3.1.1 How many Ph.Ds registered per eligible teacher within last five years	
3.3.1.2 Number of teachers recognized as guides during the last five years	
File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document
Any additional information	View Document

3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years

Response: 0.07

3.3.2.1 Number of research papers in the Journals notified on UGC website during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
0	1	2	0	1

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document
Any additional information	View Document

3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.92

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

2020-21	2019-20	2018-19	2017-18	2016-17
18	31	4	0	3

File Description	Document
List books and chapters edited volumes/ books published	View Document
Any additional information	View Document

3.4 Extension Activities

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

Response:

Response: To foster institutional commitment efforts were made to sensitize the students about humanitarian values. It aimed to develop awareness on community issues, gender disparities, and social inequality. The engagement of faculty and students with society is encouraged for holistic and sustained community development.

On October 2020 inauguration of **Merchando club- Commerce expo21** was done.

The logo launching of Merchando club was on December 17th 2020 & distributed masks and sanitizers to public and at the primary health care centre of Kongad panchayat, police station, Kunnappullikavu, Primary Health Centre etc. The members visited the old age home in Mundur, and distributed Groceries, clothes and food.

The **Department of Hotel Management** on December 2020, prepared food for the patients, staffs and bystanders at the **CFLTC, Karimba**.

Yuvathejus, project by the **Department of Psychology**, for the mental care of prison inmates has been started on 7th December 2020 at Palakkad District jail Malampuzha.

Nakshatrathilakkam- Christmas celebration for the jail inmates was on 17th December 2020.

Faculties and students respond to natural calamities by generously contributing to the relief fund, flood-related rehabilitation activities and delivering essentials to important centres.

Our Students visit old age homes, special schools and offer services as part of **Snehotsavam** yearly.

The students from **Commerce Department** pooled money and distributed **Onam Kits** to the inmates of the Mundur Palliative Care.

Blood donation camps were organised.

The **Department of Geography** distributes Pamphlets among local people on special days like ‘**World Population Day**’ and conducts Special Talks.

Awareness programs like **Mental Health Awareness, Drug Abuse Day** were organised by the **Department of Psychology**. The department conducted **Walkathon, street play, fun run and psychodrama**.

The **Department of Computer Science** initiated an **Awareness Program for the students of Government Tribal Welfare High School, Anakkal** regarding “Computer Threats, merits and demerits of social media and internet” on 26 November, 2019. A 5 day **Training Program, for 76 Anganwadi Teachers of Mundur and Kongad Panchayath** was also organised.

As a part of Fibonacci day on 27 November, the **Department of Mathematics** organises Interschool **Exhibition, Seminar and Interschool Quiz** competition for high school students in Palakkad district every year. **Story Writing and Poem Writing Competitions** is conducted for high school students in Palakkad in connection with **International Mathematics Story Telling Day** on September 25. Cash awards and certificates were distributed.

The Institution adopted the **Government Tribal H.S.S at Attapadi** for social extension activities. In 2019, the **Departments of English, Commerce, Mathematics, and Physics** designated a few **PG students and faculties to take** classes at the school.

The Students constructed a home named “Snehaveedu” for a destitute staff of Yuvakshetra.

Aswamedham Leprosy Awareness rally started from St. John Paul Square, Yuvakshetra College and passed through 9th Mile, Labour School and ended at Kunnappullikavu. The students actively participated in the rally in order to spread awareness among the public.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 0

3.4.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 year	View Document
e-copy of the award letters	View Document

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**Response:** 19**3.4.3.1 Number of extension and outreach Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
6	7	4	2	0

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	View Document

3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years**Response:** 9.25**3.4.4.1 Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
636	150	86	35	0

File Description	Document
Report of the event	View Document
Average percentage of students participating in extension activities with Govt or NGO etc	View Document

3.5 Collaboration

3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year

Response: 2

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

2020-21	2019-20	2018-19	2017-18	2016-17
1	1	0	0	0

File Description	Document
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	View Document
Any additional information	View Document

3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years

Response: 12

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

2020-21	2019-20	2018-19	2017-18	2016-17
12	0	0	0	0

File Description	Document
e-Copies of the MoUs with institution/ industry/corporate houses	View Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document
Any additional information	View Document

NAAC

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

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

Response:

- The institution ensures adequate availability and optimal utilization of physical infrastructure through technically advanced educational tools.
- The Institute has enough classrooms to accommodate the teaching needs of the number of students enrolled at a time. The classrooms, lecture halls, laboratories, equipment, etc. have been provided according to the existing norms laid by university. In order to cater to increasing student numbers, in recent past institute added new classrooms with modern facilities.
- From the commencement of the academic year, the assessment for replacement / up-gradation / addition of the existing infrastructure which is carried out based on the requirements and suggestions. The requirements regarding classrooms, laboratories, infrastructure development and other equipment's are implemented as per the requirements of the respective departments.
- Institute is equipped with required recreation facility with provision of indoor and outdoor game facilities inside the campuses.
- Institute provides huge collections of books in its central library. Also, there is provision of having remote access to get e-books, e-journals and e-Learning. Institute has well equipped laboratories for the students to do practical and demonstrations which enhance the learning process.
- Audio Visual (AV) room is established in the campus for organizing Tele-presence lectures. AV room is equipped with LCD projector, Wi-Fi access, teleconferencing facility. This facility helps students to discuss and to clarify their doubts with instructors from different campuses/other connected places. All these lead to better quality of teaching and learning.
- All the Departments were provided with Wireless LCD projectors, Wi-Fi connection are introduced in almost all the classrooms. There is a dedicated unit for students which provides IT facilities like computers with internet connection, printers etc.

Additional Facilities

Most of the campus buildings have been provided with ramps, lifts, wherever applicable and an assessment is made of their special needs and they are provided with the following amenities/facilities:

- a. Mobility devices like Wheel-chairs, ramps and lifts are available.
- b. Care is taken to allot ground-floor class rooms or classrooms that have elevator accessibility.

The available physical infrastructure is optimally utilized beyond regular college hours, to conduct certificate courses, co-curricular activities/extra - curricular activities, parent teacher meetings, Campus Recruitment Training classes, campus recruitments, meetings, seminars, conferences etc. Sports facilities can be used both by students and faculty members at different time slots.

List of Computing Facilities

Sl. No	Particulars	Available
1	DESKTOP COMPUTERS	235
2	PRINTERS	15
3	CD WRITERS	05
4	ROUTER	1
5	FIREWALL	1 (Sophos)
6	SWITCHES	250
7	LAPTOP COMPUTERS	5
8	SCANNERS	5
9	CCTV CAMERA	126
10	PROJECTORS	32
11	COPIER	02

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

College has provided a number of facilities for supporting extracurricular activities related to culture, creativity, arts and recreation. Nine auditoriums/seminar halls (Symphony auditorium, Christ Hill Square, Audio Visual Room, Sophia Theater, Yuvaragam, Study hall, Sapiyano, hall Training Center Auditorium and Open auditorium) with a seating capacity of 600, 1000, 50, 100, 100, 150, 100, 250 and 1000 respectively and one open air theater (with 1860 m2) with 1000 seating capacity was established for conducting Literary and cultural events. College will encourage students to participate in various college levels, state level and national level competitions by providing financial support. On an average Rs100000/- per year was spent on arrangements and support for all the events carried out by the Literary and cultural Club.

The College has established an Arts and Sports Committee headed by the Chairman of College Union comprising a committee including staff Coordinators and student members. The student members are formed into a group named "College Union".

The college has different clubs such as Literacy Club, Culinary Club, Green Guardian Nature Club. All the departments actively organize different events under different clubs and forums throughout the year. Apart from club events the College organizes Student-Parent meet, Freshers' Day celebrations, National level technical Seminars, workshops, cultural and sports fest and Annual day celebrations every year.

Other than organizing events students are allowed to participate in the collegiate and University and State & National Level competitions concerned persons recruited by college Sports committee at free of cost for the UG and PG students.

Sports and Games:

The Physical Education Department took the responsibility not only to provide the necessary infrastructure that helps the students inculcate a good habit of playing games but also to develop the sportsmanship and Personality.

The Department of physical Education is selected by the Calicut University to organize a zonal and inter zonal competitions.

The college has Provide facilities like Outdoor and Indoor games

Outdoor

Volleyball, Basketball, and multipurpose ground for Football, Cricket and Track events.

Indoor Games

The institution provides indoor game facilities for Table Tennis, Shuttle, and Badminton. Full Time qualified trainers, trains students in caroms, chess, table tennis and students participate in National tournaments.

Sports and Games Facilities available in the college

Outdoor Facilities

SL No	Description	Number
1	Basketball Court	2
2	Volleyball Court	1
3	Multipurpose Ground (Football, cricket and Tracks)	1

Indoor Facilities

SL No	Description	Number
1	Badminton	2
2	Table Tennis	1

3	Carrom Boards	2
4	Chess	5
5	Gymnasium	1

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

Response: 48.33

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 29

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View Document
Upload any additional information	View Document
Paste link for additional information	View Document

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 58.52

4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
252.39	774.57	387.76	320.39	580.68

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	View Document
Upload audited utilization statements	View Document
Upload any additional information	View Document

4.2 Library as a Learning Resource

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

Response:

Response:

Name of the ILMS software : KOHA

Nature of Automation : Fully Automated

Version : 20.05.18.000

Year of Automation : 2013

The College Library is fully automated with adequate reading carrels that provide exclusive and undisturbed spaces for serious reading for library users. The provision has been made for users to access e-resources seamlessly either using their own laptops or sufficient number of desktop computers with the help of LAN/WIFI in the library.

Library has a diverse collection of 12223 books (as on 31.03.2020), 80 plus print journals of various disciplines, previous year university question papers, back volumes of journals, 100 CD/DVD collections also equipped with DELNET Database. The collection includes regular textbooks, reference texts, collected works, dictionaries, encyclopedias, yearbooks, general books, government publications, German language books etc....

To properly organize the library resources, the library has purchased software, 'KOHA' Library Software which is a cloud hosting on L2C2 Technologies. Software is upgraded time to time against the regular Annual Maintenance Contract. One terminal is reserved for students to search information of availability and issue of Books.

Web based Library Software with Web OPAC, (Online Public Access Catalogue- OPAC) and Single Window Where Complete Information about the Users Along with Circulation Status, Fine Status, Contact Details, Reading & circulation History etc. Various types of reports can be generated with the use of above-mentioned software which is useful for various committees and inspections from time to time.

Book database is created along with the user's database. Issue return process is fully automated and an electronic gate is installed inside the library for registering the Check in and out details of the users. Book

issue and return is carried out with the help of a barcode system and also each book and user's borrower card is bar coded. Each member has a barcode enabled ID-card, UG-students and PG Students can borrow 3 books for 14 days, and faculty can borrow 5 books for 30 days. Library also provides internet facility to the students and staff and is connected to the internet by LAN and Wi-Fi and provides the provisions to use the own laptop of students and faculties. Library is providing Reprography and scanning facilities to the students.

YIMS has a Library committee, where the members are nominated by the Director. The library committee has representatives from each of the Departments with Librarian of that campus as the Chairman. The library committee actively interacts with all stakeholders and introduces fruitful initiatives in the individual campuses.

File Description	Document
Upload any additional information	View Document

4.2.2 The institution has subscription for the following e-resources

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases
- 6.Remote access to e-resources

Response: B. Any 3 of the above

File Description	Document
Upload any additional information	View Document
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	View Document

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 3.03

4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e-journals year wise during last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
3.92034	5.48512	4.34826	1.06049	0.34772

File Description	Document
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the last five years (Data Template)	View Document
Audited statements of accounts	View Document
Any additional information	View Document

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

Response: 2.52

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

Response: 54

File Description	Document
Details of library usage by teachers and students	View Document
Any additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

IT Infrastructure & IT enabled services in the campus are provided to the Faculty / Offices / Departments / Students.

The major activities

- Planning & need forecasting For IT infrastructure of the institute.
- Continual upgrading of IT Infrastructure to provide cutting edge technology / services to facilitate enhanced teaching /learning experience.
- Centralized Hardware and software purchase
- Administration, monitoring and maintenance of campus wide Network infrastructure
- Maintenance of IT infrastructure
- Support centralized desktop and server computing
- Support for conducting remote placement interviews for students, and arranging guest talks from Alumni.
- E-Mail services for the entire user

- Support for online exam, computer assisted teaching and learning

Institute has a specific entity which is responsible for planning, specific need forecasting for improvement of IT infrastructure of the Campus, specific maintenance of the IT infrastructure and uninterrupted delivery of the IT services to the user community.

The peripherals and software upgrades are need based. YIMS increased the internet speed by increasing the ILL capacity periodically (1 to 2 year). To take care of the day-to-day user issues, a complaint management portal/helpdesk is maintained where the individual user can register the complaint and can track the resolution status.

All the Departments are provided with a computer system and internet connectivity in the office. There are also some facilities like printers, scanners etc. available in department offices. Library collection along with its open access contents play a significant role in enhancing the quality of teaching.

Information Security: The purpose of the policy is to minimize risk associated with Internet and email services, and defines controls against the threats of unauthorized access, theft of information and malicious disruption of services. To mitigate such risk, Periphery network security is implemented using Firewalls,

Network Security: The campuses have completely switched, Network has a layered architecture consisting of Security, Core, and Distribution and Access layer. The users are segregated into different categories and each category can have different access.

Software Asset Management: We categorize the software assets as open-source software assets and proprietary software assets. The open-source software assets are maintained for accounting purposes. The proprietary software assets used institute wide are maintained by the computer center.

Open-Source Resources: To reduce the dependence on proprietary software and tools, we strongly promote Open-source software, tools and applications. Currently the institute supports various versions of the Linux operating system for training and production servers. Institute extensively uses open-source software tools for supporting computers assisted learning, teaching, design.

Green Computing: College strives hard to reduce the carbon footprint. Most of the administrative activities pertaining to faculty, staff and students are handled through online. All the notices are electronically circulated through emails and SMS. YIMS strictly discourages the use of printers and printed materials. The power reduction is managed by replacing the older and power-hungry technology /devices with newer devices requiring less power

Above and all, Wi-fi access is available throughout the campus for better connectivity. The computer center has trained manpower which helps in day-to-day maintenance of desktop computers, network equipment and peripherals.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

4.3.2 Student - Computer ratio (Data for the latest completed academic year)**Response:** 7.89

File Description	Document
Upload any additional information	View Document
Student – computer ratio	View Document

4.3.3 Bandwidth of internet connection in the Institution**Response:** A. 250 MBPS

File Description	Document
Upload any additional Information	View Document
Details of available bandwidth of internet connection in the Institution	View Document

4.4 Maintenance of Campus Infrastructure**4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)****Response:** 2.55**4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
15.76062	28.21036	19.26991	16.16392	15.21633

File Description	Document
Upload any additional information	View Document
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View Document
Audited statements of accounts	View Document

4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic

and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Response:

Civil Maintenance

Maintenance of civil works is needed for getting uninterrupted services which facilitate smooth and efficient functioning of the institution. The maintenance of civil works include

- Maintaining cleanliness and sanitation in the campus.
- Repair of frequently damaging components like window glasses, plumbing components, sanitary ware, floor tiles, doors, classrooms, benches, boards, furniture, faculty rooms etc
- Internal roads maintenance.
- Water supply and overhead/underground water tank maintenance.

Course of action:

- A request comprising the problem, through HOD and the Principal, has to be received.
- As per the stock availability the problem is attended and resolved
- If any material is required to purchase, to get the approval from the principal for purchase of the same.
- If the cost of the requirement exceeds Rs.10,000/-, approval must be obtained from the management.
- If the work involves more financial support, quotations are invited from the vendors.
- Preparation of the comparative statement and placing purchase order.
- On receiving material, resolving the problem.

MECHANICAL MAINTENANCE

The standard procedure followed for service and maintenance of equipment/machinery as follows

- If the equipment/machinery is to be serviced during the warranty period, the supplier of the equipment/machinery will be intimated about the repair and it will be serviced either in-house or in the supplier premises based on the nature of defect.
- After the warranty period if the equipment/machinery demands service, the technical staff attached to the respective laboratories service the equipment/machinery to the extent possible.
- If not, identify the persons outside the organization who repair the equipment, if necessary contact the supplier of the equipment.
- If no items are required to purchase for repairing the equipment, the equipment is repaired immediately.
- If items are required then send a proposal to the purchase incharge through proper channel (concerned HOD).
- After the items are purchased the equipment will be repaired by the person.
- The remuneration bill (cost of Maintenance) will be sent to the accounts department through the proper channel.

Maintenance of power house:

Department of electrical engineering deals with power supply and maintenance. Following SOP is followed for uninterrupted power supply in college premises.

- Checking diesel in a storage tank daily and Replenishing stock of diesel.
- Checking distilled water level in radiator daily, and if any shortage is found, it is refilled.
- Checking lubricant oil and specific gravity of distilled water of batteries daily.
- Cleaning the Radiator fan belt, generators daily.
- Maintaining load balance in three phases of generators, painting plinths and machines for every one year.
- Registering the number of working hours of each generator.
- Checking earth resistance and watering the earth pits weekly.

Laboratory maintenance:

Regular Upkeep and maintenance of equipment as well as repair of equipment is important for proper functioning of any laboratory. As soon as the complaint is received with details, (including Guarantee Period etc.) following procedure is followed.

If the equipment/machinery is to be serviced during the warranty period, the supplier of the equipment/machinery will be intimated about the repair and it will be serviced either in- house or in the supplier premises based on the nature of defect. After the warranty period if the equipment/machinery demands service, the technical staff attached to the respective laboratories service the equipment/machinery to the extent possible. If repair cannot be done by technicians of the institution, then it is repaired by the persons outside the organization. If no items are required to purchase for repairing the equipment, the equipment is repaired immediately. If items are required then a proposal is sent to the purchase incharge through proper channel (concerned HOD). After the items are purchased the equipment will be repaired by the respective person. The remuneration bill (cost of Maintenance) will be sent to the accounts department through the proper channel.

CENTRAL LIBRARY

PROCUREMENT AND STOCKING OF BOOKS:

- The order list shall be prepared on the basis of suggestions.
- The list shall be forwarded to the principal for approval who makes any necessary changes, approves it and forwards the same to Library for procurement.
- The books are received by the librarian from the supplier. An inspection activity will be carried out by the librarian to check quantity, Title, Author, etc, as per the invoice.
- The books received by the librarian are entered in the Accession Register (AR).
- After the completion of Accession, due date slip, numbering shall be pasted on the internal Title Page of the Book.
- One copy of each title is kept in REFERENCE SECTION duly stamped as REFERENCE copy.

Sports:

The sports committee conducts timely meetings for the purpose of discussing budget proposals, conduct of Intramural and Intercollegiate tournaments for each academic year. The order is placed with prior approval of the Management.

The sports related materials are issued to the students by maintaining an issue/return register which reflects the utility and demand of the items along with the student's interests.

Subsequently it facilitates the proposals to be made for the next academic years. Students who are selected for the college teams of various events are provided with uniforms to participate in the same. Equipment related to various physical activities and sports are updated on a regular basis. The up keeping of the sports items in an efficient way is done through regular monitoring using required workforce. This includes all the sports facilities like Gym, Multipurpose ground, Volleyball, Basketball courts, Badminton Court etc.,

Repairs and maintenance of Computer / Network (LAN) / Projector / UPS / WiFi:

- Service / repair request is registered through HoD to the Management
- The request will be processed by Incharge.

Appropriate personnel will be allotted to take up the service / repair work by the Incharge.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 0.27

5.1.1.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
1	0	3	7	9

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	View Document
Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)	View Document

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 0.74

5.1.2.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
23	11	3	15	12

File Description	Document
Upload any additional information	View Document
Number of students benefited by scholarships and freships institution / non- government agencies in last 5 years (Date Template)	View Document

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

Response: A. All of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	View Document
Any additional information	View Document
Link to Institutional website	View Document

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 32.47

5.1.4.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1781	567	535	169	34

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document
Any additional information	View Document

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

Response: A. All of the above

File Description	Document
Upload any additional information	View Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 16.35

5.2.1.1 Number of outgoing students placed year - wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
109	68	85	85	69

File Description	Document
Upload any additional information	View Document
Self attested list of students placed	View Document
Details of student placement during the last five years (Data Template)	View Document

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 121.92

5.2.2.1 Number of outgoing student progression to higher education during last five years

Response: 712

File Description	Document
Upload supporting data for student/alumni	View Document
Details of student progression to higher education (Data Template)	View Document
Any additional information	View Document

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)

Response: 53.57

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, etc.)) year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
17	30	12	6	4

5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
28	42	21	12	14

File Description	Document
Upload supporting data for the same	View Document
Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)	View Document
Any additional information	View Document

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 46

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

2020-21	2019-20	2018-19	2017-18	2016-17
7	3	11	21	4

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	View Document
e-copies of award letters and certificates	View Document
Any additional information	View Document

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

Response:

Response

The college Students Union

- Elections are held in a presidential mode in which the representatives (class leaders) participate and vote.
- The college authorities ensure strict adherence to ethical practices during the entire process of the election.
- Rules and guidelines are briefed to the students by the presiding officer.
- In the first phase two class representatives are selected from each class.
- In the second phase these class representatives elect the office bearers from among themselves for the college union.
- Election is held for 21 seats - chairman, vice chairman, UUC(2), Fine arts secretary, Joint fine arts

secretary, General Captain, Secretary, Joint Secretary, Chief Student magazine editor, joint editor, representatives for the three years degree programme, department secretary and PG representative.

- The election is conducted by presiding officer from the staff and a staff advisor who guides the activities of the union.
- The union members take their responsibility in the respective roles in the presence of the Vice principal and the principal who leads the oath taking ceremony.
- The activities of the college union start soon after the oath taking.

Objectives.

- The elected body nominates representatives to students' grievance redressal cell, sports committee and discipline committee, feedback committee
- The IQAC has a student representative, where the core decision for implementing and enforcing body is formulated. Moreover, the student's union is in constant interaction with the teachers and management.
- Various cells such as Anti Narcotic Cell, Anti Ragging Cell, Internal Compliance Cell, Discipline Committee etc. are assisted by the students of the union for the smooth functioning of the college.
- The student's union and sports committee are active in conducting arts and sports festivals, college day – *Agneya, Encore, Yuva Athletics*, observation of days of national importance, Director's Day, Teachers' Day, A-Zone, C-Zone, Interzone, Zonal Camp. They are instrumental in communicating the vision, mission and objectives to the students. They help authorities and teachers in maintaining discipline.
- They have taken various initiatives in the disbursement of materials to flood affected areas in 2018.

The union takes active interest in the conduct of Snehotsavam, a social service activity of YIMS. Students take active participation in serving the inmates of palliative care units of mundur panchayat from 6 to 10 days.

Under the initiative of student's union, suggestion box has been kept in front of the college office for the purpose of bringing out various additional facilities or requirements suggested by the students.

- The student's union is in constant interaction with the staff advisor, teachers and the college management.
- The college magazine is an initiative of the college union wherein they attempt to cover all the activities of the year in addition to showcasing the literary and aesthetic talents of the students.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 69.2

5.3.3.1 Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
27	93	60	103	63

File Description	Document
Upload any additional information	View Document
Report of the event	View Document
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template))	View Document

5.4 Alumni Engagement

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

Response:

Response

The Alumni Association of the college functions in a two tier system-the college level (officially registered) and the department level. At the college level the association is called YIMS Alumni Association.

All the departments have their own alumni groups-AGA, HM Alumni, CS Reminiscence, Commerce Alumni etc.

YIMS ALUMNI ASSOCIATION

YIMS Alumni Association is an active and functional body which involves itself proactively in the activities of the college. The college Alumni Association was started from 2012 but got registration from the Government on July 3rd 2019 with registration No PKD/CA/246/2019. The Association was officially inaugurated on 26th January, 2019 at Sophia Theatre and it was decided to celebrate Alumni Day on this day every year. During this meeting executive members were selected. Alumni Executive meetings are conducted twice in a year.

- The association supports the academic and non academic activities of the college.
- The alumni association contributes to the development of the college by conducting seminars,

lectures, and career guidance sessions.

- The institution has a membership of 1085 students who occupy important positions in various walks of life.
- Each department has a strong alumni unit, the members of which develop and sustain strong ties with each other, the department and the college.
- The alumni members play a vital role in the yearly admission process by recommending the college to those who wish to go for university education.
- The alumni regularly interact with the teachers and the management to share their experiences and success stories.
- The alumni of the department of Hotel Management meet in the month of March at Dubai every year.
- The Department of Management regularly organize alumni career guidance sessions with the alumni as resource persons. They motivate the students by speaking about social adjustment and career options. During the last academic year the department organized 'Gestion', an intercollegiate Management fest, with various competitions in which the prize money was sponsored by the alumni.
- The prize money of various competitions conducted by the Mercado club, an initiative of the Department of Commerce, was sponsored by the department alumni, moreover the Department Alumni become as the resource person for the youth mentoring programme.
- The Department of English organizes career guidance sessions in which the alumni acts as the resource persons.
- The Department of Computer Science also organizes placement sessions by the alumni. The association awarded a cash prize to the first rank holder last year. They also contributed some books based on the subject to the library.
- Mathematics alumni association also contributed books on famous mathematicians to the library.
- The Department Alumni are actively involved in conducting fests, giving guidance for entrepreneurship, mentoring and imparting training for careers.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

5.4.2 Alumni contribution during the last five years (INR in lakhs)

Response: E. <1 Lakhs

File Description	Document
Upload any additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

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

Response:

Vision: A Centre of holistic excellence to provide the students quality and value-added education to meet the challenges of tomorrow's intellectual and professional competence to successfully cope with the changing world scenarios as better citizens, overs of nature and human beings of value.

Mission: Promotion of the constitutional goals of the nation through intellectual, interpersonal, employable, reasonable and value-based education in a Christian atmosphere based on individual, communitarian and educational discipline of integral character information and love for Mother Nature.

Motto: Inform & Form to Transform

- The college is a Christian institution managed by the Diocese of Palghat. At the outset the institution envisaged the integral development of young adults by holistically reforming them into better professionals.
- The institution envisions growing as an epicenter of excellence by its unique approach towards professionalism. The college conceptualizes on the objective of transforming individuals even among the lower economic strata, by equipping the students to confront all the challenges in different spheres of lives aiming at developing them into global citizens.
- The mission is to impart quality education by promoting integrated development. The institution strives to foster students to acquire profound intellectual ability and to motivate them in the service of the society and nation.
- The leadership and governance are carried out to support the institution in a democratic manner. The governing body comprises the Patron, the Director, the Assistant Director, the Principal, the Bursar, the Vice Principal, Teaching and Non Teaching Staff. The Finance and the Administrative body are also part of the framework. The Management promotes participative decision making which helps in attaining the vision, mission and objectives of the institution.
- The College holds institutional policies for assuring the quality and to develop infrastructural and employee recruitment aspects.
- The Principal is the head of the decision-making body dispensing responsibilities down through the Vice Principal, the Head of the departments, the faculty and the non-teaching staff to the students.
- The College holds various governing and decision-making committees like IQAC and College Council. Other policy making organs of the college includes Placement Cell, Student Grievance Redressal Cell, Anti Ragging Cell, Women Cell, Anti-Harassment Cell, Women Cell, Library Advisory Committee, CUCBCSS Committee, etc. The students indulge to participate in the policy making bodies.
- The new teachers and students are given orientation on the core values conceived in the vision and mission of the college. There is an active association between the student bodies, the staff and the management.
- FEP's are held on a regular basis by inviting eminent resource persons from outside. Also, faculties of the institution are delegated to other institutions for such programmes. Such faculties are

regularly felicitated.

- Financial assistance, scholarships and freeships are given to the needy students.
- The IQAC sets standards for the effective functioning of the institution and involves in the planning and execution of various quality enhancing policies/ strategies through the departments and the supporting bodies. Performance appraisals of all the staff, feedback collection and analysis form a part of the regular functioning of the college.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response:

Response:

From the time of the establishment of the college, the administration has been effectively carried out through a decentralized mechanism. This approach promotes an environment of mutual respect among the faculties which ensures the smooth functioning and growth of the institution.

Committees and Cells

The 'Principle of Subsidiarity' is applied at different domains for effective administration which aims at proper distribution of power and authority. The college effectively grooms leadership at various levels through this approach.

The following are some of the cells and committees that are operational in the institution to implement participatory and decentralized activities.

- Management Committee
- College Council
- Staff Council
- IQAC
- Students Union
- Campus Beautification Committee
- PTA

Decentralized participatory culture

A participative culture is evolved in the institution where the teachers and students cooperate with each other for the successful implementation of the prospective plans. This work culture generates goodwill among the entire college community and motivates all to work together to achieve the different objectives

set by the authorities in consultation with the stakeholders. Staff Meetings, Students Union Meetings, Council Meetings, IQAC Meetings and Alumni Meetings are conducted to pool opinions and proposals.

Case Study: Campus Rejuvenation Project

One of the many instances of participatory and decentralized management of the college is the Campus Rejuvenation Project (CRP) proposed and launched in 2018. CRP in the campus was launched with the objective of developing infrastructure, especially the Jubilee Block. Through the interactions with students, the class mentor realized that classrooms are not spacious. The mentors presented this request to the HoDs during the Department Meeting. The HoDs presented the same in the College Council and the management took this suggestion into consideration consulting with the various cells functioning in the college and decided to construct a new building with all the necessary facilities. IQAC along with the management formed a building committee comprising of Director, Bursar, Vice Principal, IQAC Coordinator, HoDs, PTA Executive Member, and Student Representatives.

The Building Committee frequently held meetings to discuss the further developments and decided to build not only class rooms but also spacious Canteen, Seminar halls, additional Labs for new courses, Examination Room, fully furnished IQAC room, Front Office along with Director's Room, Store Room, Lift, Solar Area and an international level Basketball Court.

Construction committee along with the suggestions of IQAC developed a blueprint for the new block. The Building Committee ratified the suggestions and approved the same in the meeting held on 1 August, 2018. The management considered the proposal and presented it in their trust meeting on 13 September, 2018 and ratified the action plan. The decision was finalized and presented in the General Staff Meeting and was appreciated by all the faculties of the college.

The construction works started and eventually the promotional developments were verified by the management. Some Departments shifted gradually and started operating from there. Jubilee Block became effectively functional from 19 January, 2021.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

Response:

The college formulated a plan for institutional action focusing on its vision and priorities in a changing environment according to the need of the hour. Thus, it was agreed to install solar panels as part of the five-

year plan which was envisaged by the institution after deliberations in the college trust meetings and staff meetings so as to make the institution self-sufficient in electricity. The excess electricity generated is supplied to KSEB through an on grid solar system.

This project was initially proposed in the year 2015, but the decision to make it materialise was taken only in 2020.. Later on the management planned and decided strategically to be a self- sufficient institution in terms of electricity. Thereafter, the institution made a determined effort to make the plan a success. The verification and proceedings by the Kerala State Electricity Board was completed on 28th January 2021. The Solar Panel grids were blessed and inaugurated by the Patron, His Excellency Mar Jacob Manethodath in February 2021. Now the college is fully functioning as a self-sufficient institution in terms of electricity.

The administrative block is currently functioning with 30KW solar energy systems and the Christ hill campus is functioning with 65KW solar energy systems. The various advantages of implementing solar panels are:

? Use of sources of renewable energy for sustainable development and to maintain the brand ambassadors of Green Campus.

? Lowers Cost of operations because of absence of Electricity Charge on account of the on grid solar system.

? Adaptation of Highly Advanced Technology benefits the overall efficiency of the college by eliminating temporary power failures due to technical issues.

- The college has signed Grid interactive distributed solar energy system to give out electricity to the KSEB wherein the college is benefited with marginal decrease in the electricity bill.

File Description	Document
Upload any additional information	View Document
strategic Plan and deployment documents on the website	View Document
Paste link for additional information	View Document

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

Response:

Response:

- Yuvakshetra Institute of Management Studies (YIMS) is a prestigious accomplishment of Yuvakshetra Charitable Trust. YIMS is an educational venture managed by the Diocese of Palghat and is affiliated to the University of Calicut. It was formally inaugurated on 9th December 2004 as

a vocational training institute. Now it has become one of the premier higher educational centers in Kerala, which consists of 14 UG and 4 PG programs

- The Bishop of Palghat Diocese is the Chairman of the Governing Body and also the Patron of YIMS. The Director Board consists of Director, Assistant Director, Principal, Vice Principal, Bursar and the elected/nominated members from different spheres of society. The Trust Body in which the Bishop is the Chairman, Academic Council, PTA Executive and the HODs of various departments are the other members of the governing body.
- The Director of YIMS indulges in all the Administrative matters of the college .He plays a critical role as a leader, manager, mediator and facilitator for all the departments of the college.
- The Assistant Director of YIMS supervises all the delegated duties assigned to him by the Director of the College and also coordinates all the hostel related matters.
- Bursar of YIMS manages all the financial matters and ensures the financial security of the college funds.
- The Principal, as the Head of the Institute along with the members of Teaching and Non-Teaching staff, implements the decisions and policies of Management.
- The governing body forms different sub committees for IQAC, Add On, Time Table Committee, Examination Cell, College Curriculum Committee, Event Management, Training and Placement, Disciplinary Action, Anti-ragging, Branding, Arts/Sports, Uniform Committee, Students Grievance Redressal, Green Fan club, Academic Auditing, Grooming, Women Cell Committee, Anti-Sexual Harassment Cell, Staff Editors' Committee, Magazine Committee, Anti Narcotic Cell, Students Counselling Cell, Research Committee, Publication Committee and so on for the smooth functioning of the day-to-day activities.
- The IQAC of YIMS was set up as a quality sustenance and enhancement measure recommended by the NAAC and was constituted in January 2019 under the chairmanship of Principal with faculty representatives from each department and stakeholders, to develop a system for conscious and consistent improvement in the overall performance of the College. It works towards internalization and institutionalization of quality enhancement initiatives.

- The College Council consists of the Management, Principal, Vice Principal, and HODs of different Departments as its members and is regarded as the Apex body in the decision- making process of the college administration.
- Each department is headed by different HoDs'. The HoDs' attend the academic council meetings and the decisions taken by the management are conveyed to the faculties during Department Meetings assisted by Department Secretaries.
- General staff Meeting with the Management and Meetings of Departments are held once a week.
- The governing body of the administrative setup follows the service rules and procedures in the recruitment of teaching and non teaching staff as per the norms of University of Calicut. Promotional policies of staff are based on the Performance Appraisal system that follows Employer's terms and conditions.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document
Link to Organogram of the Institution webpage	View Document

6.2.3 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: A. All of the above

File Description	Document
Screen shots of user interfaces	View Document
ERP (Enterprise Resource Planning) Document	View Document
Details of implementation of e-governance in areas of operation, Administration etc	View Document
Any additional information	View Document

6.3 Faculty Empowerment Strategies

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

Response:

The management considers the welfare of the teaching and non-teaching staff as their prime responsibility. The following measures are taken in this regard:

- **Faculty Enrichment Programmes:** Management takes active initiatives to ensure that all faculty members participate in various refreshment programs. These are mainly directed towards introducing technological innovations in pedagogy, data management, and orientation towards student needs etc. In addition to the annual academic program, every year faculty enrichment programs are conducted in the months of May and December respectively.
- **Financial Assistance:**

Research Publication: The college provides financial support to faculties for publications and paper presentations.

Allowance: In times of financial difficulty, the college gives salary in advance to both the teaching and non-teaching staff. Non-teaching staff are entitled to one month's leave and salary on the occasion of their marriage.

Fee Concession: Children of the staff are given preference during admissions to various programmes of the college, along with 50% concession in fees.

- **Leave:** All teaching staff are entitled to casual leave of ten days from June to March. Staff who have completed their probation period can avail summer vacation.
- **Travel Concession For staff:** Both teaching and non-teaching are allowed to use college buses for travel convenience. at subsidised rates. The transportation facilities provided by the institution is beneficial to more than 30% of the staff.
- **Staff Picnic:** Every year a staff tour is conducted. This helps to provide much-needed relaxation to the staff, build team spirit and harmonious relationships among them which in turn leads to a healthy working atmosphere in the college.
- **Celebrations:** Celebrations of festivals at college add colour and joy to the work life of teaching and non-teaching staff. For e.g., Onam is celebrated in a traditional manner followed by a sumptuous Onam Sadhya. The staff also receive a festival allowance on this occasion.
- **Refreshments:** In order to energise and revive the spirit of the staff during the work hours, the college management provides the following:
 - *Morning Tea* at 11:30 AM.
 - *Tea & snacks* after every General Staff Meeting conducted on Mondays.
 - A grand lunch on Feast Days.
- **ESI & PF:** All staff who are eligible for ESI are provided the benefit according to the Labour Law, and PF is provided as per the choice of the staff.
- **Staff Accommodation:** Free accommodation is provided for the out-station staff with food at a very subsidised rate (Rs. 1000 / Month).

- **Family Gathering:** The management takes great interest in getting introduced to the members of the families of the staff. For this purpose, family gatherings are held every year.
- **Laptops at Subsidised Rate:** With the help of Istruzione Edutech Services Pvt Ltd, staff of YIMS were given the opportunity to purchase laptops at subsidised rates.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 4.96

6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
3	9	3	1	0

File Description	Document
Upload any additional information	View Document
Details of teachers provided with financial support to attend conference, workshops etc during the last five years	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 3.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
9	2	1	2	2

File Description	Document
Upload any additional information	View Document
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	View Document

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 6.37

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

2020-21	2019-20	2018-19	2017-18	2016-17
3	18	0	0	0

File Description	Document
IQAC report summary	View Document
Details of teachers attending professional development programmes during the last five years	View Document

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

Response:

Response:

The college considers performance appraisal to be an integral part of the functioning as it provides a continuous direction and target to the teaching and non-teaching staff

Appraisal of Teaching Staff:

- All teaching faculties fill a comprehensive Self-Assessment Proforma at the end of the academic year. The teachers maintain records of teaching, college works, internal mark lists of students, research and projects, certificates of paper presentations and publications that are needed to calculate API scores.
- Individual meetings of the teaching staff with management are organized in an effort to motivate them and ensure good performance.
- The IQAC team thoroughly checks and verifies all activities of the faculties.

- The daily academic activities, classes engaged, exam duties taken, semester plan, projects guided, details of mentoring, leave availed etc. are recorded in the Faculty diary. These are validated by the HOD, Vice Principal and Principal.
- Class log books are maintained by the class leaders which contain information about classes and syllabus covered. This is regularly verified by the Class Mentor, HOD, Vice Principal and Principal.
- The student feedback system by IQAC takes place twice in a year after each semester to collect information about the teaching-learning process, and suggestions.
- Biometric attendance for faculties is maintained as a part of strict adherence to overall discipline.

Appraisal of Non-Teaching Staff:

- The performance appraisal of the non-teaching staff is done by filling a Self-Assessment Proforma at the end of the academic year and it is evaluated by Superintendent. After consolidating it, every staff would be invited for an individualized meeting to discuss the same with the Management.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

Response:

The College conducts regular audits for all financial transactions.

Internal Audit by the College Office:

The initial internal audit is done by the office staff consisting of the head accountant and other staff in charge of accounts. This is done in the case of daily incomes and expenditure statements regarding fees and other regular incomes received. Being a Self-financing Catholic Institution managed by the Diocese of Palakkad has appointed the Finance Officer (Bursar) who is in charge of verification and conduction of internal financial audit with respect to various receipts and expenditures which is in capital and revenue nature.

External Audit by Qualified Auditors:

The external audit of the institution is conducted at the end of every financial year by a concerned person who is a qualified Chartered Accountant by Statute, Profession & Personal Qualities. The auditor verifies all the financial transactions relating to the institution.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

Response:

The following are the strategies through which college mobilises and secure funds.

- **Fees from Self-Financing Courses.**

The institution being a self-financing college under University of Calicut, the major source of resources / fund is the semester fees collected from students. The fees collected from students are only either through Demand Draft / using NEFT with help of virtual IDs provided to students. This amount is utilized majorly for meeting the salary of teaching as well as non-teaching staff, and for meeting the revenue expenditures i.e., operating expenditures such as electricity, water, repair works etc.

In order to improve and add additional infrastructural augmentation & equipment, there is always a special support from the management.

- **PTA Contribution**

The PTA fund collected from the students is utilised for various purposes for the benefit of students, viz. purchase of college bus, chairs for the Christ Hill auditorium, and the boards for the Basketball Court.

- **Optimum Utilisation of Space and Resources**

The institution lends its infra-structure especially classrooms, computer lab for the following purposes:

- For conducting various competitive exams like PSC exams, Bank exams etc.
- For allotting space for South Indian Bank ATM in college.

- **Supplying Surplus Energy to KSEB**

The institution supplies surplus energy produced by the Solar Grid to KSEB

File Description	Document
Paste link for additional information	View Document

6.5 Internal Quality Assurance System

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

Response:

Response:

IQAC has contributed significantly to institutionalize the quality assurance strategies and processes. It is active in framing the quality enhancement by continuous improvement in all working areas of the institution by connecting students, faculties, parents, management, alumni and society in general. It also ensures the integration of modern methods of teaching and systematic documentation to maintain a high professional standard in teaching-learning process. It takes the effort to inculcate a value system among students for good academic performance as well as to make them responsible citizens of this country.

1. Effective Files handling system.

The Departments had no effective and systematic practise of handling files and documentations concerned with the college activities. IQAC, since its constitution, started strategizing documentation of every departmental activity by maintaining files, registers and diaries. The best renovations implemented by IQAC are:

Registers

Admission

Marks

Despatch

Leave

Students Attendance

Minutes

Department Council

Students Grievance Cell

PTA meeting

Others

Workload & Time Table

Faculty Diary

Academic Plan and Semester Plan

Activity file

Class log book

2. Meet the Ignited Minds

'Meet the Ignited Minds' stimulates the innate talents in students and paves their way for creative pursuits. Eminent personalities who have excelled in Art, Literature, Culture, Politics and Academia are invited to college to share their thoughts and experiences with the students. The students are provided with an opportunity to interact with them, and reflect those ideas in their day-to-day life. The experts inspire the audience with their presentations, speeches and thoughtful words of advice which in turn helps the quality improvement of the students. IQAC had introduced various Ignited Minds to our college, to mention a few:

- Dr. K.P Ouseph, IFS – 2/7/2016
- Sri. Rajeev Ilayaraj, Sub Judge & Assistant Sessions Judge, Palakkad – 1/12/2016
- Dr. T. A. Abdul Majeed, Registrar, University of Calicut – 11/2/2017
- Sri. Justice P. Sathashivam, Honourable Governor of Kerala – 9/3/2017
- Mr. V.S Sunilkumar, Minister of Agriculture, Kerala – 12/8/2017
- Sri A.K Antony, Former Defence Minister of India & Chief Minister of Kerala – 22/8/2017
- Mr. Jaffer Haneefa, Musician and Drummer, the Best of India and Asian Record Holder -17/11/2017
- Adv. Mathew T Thomas, Minister of water resources, Kerala – 15/12/2017
- Mr Jayaraj Warriar, Malayalam film actor & mimicry artist - 5/1/2018

- Sri. Justice Kurian Joseph, Honourable Supreme Court Judge - 8/11/2018
- Dr. K. Mohammed Basheer, Vice Chancellor, University of Calicut – 10/7/2019
- Mr. Joseph Annam Kutty Jose, RJ , Writer and Film Actor – 19/8/2019
- Mr. Vincent Patrin, Mr. Ali Aussi Povich & Ms. Gabriyela Vicebook, Musicians from France - 3/1/2020
- Mr. Sooraj Santhosh, Musician and Playback singer - 10/1/2020
- Sri. Pinarayi Vijayan, Honourable Chief Minister of Kerala – 25/1/2020
- Dr. R. Chandra Babu, Vice Chancellor, Kerala Agricultural University – 27/1/2020
- Dr. Shyama Viswanath, Director, KFRI – 27/1/2020
- Prof. Dr. Stanley Oliver from UK – 27/8/2020
- Tor Emil Siversten, Celebrity Chef, Norway – 7/9/2020

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

Reviewing of Teaching and learning Methodologies

- IQAC conducts periodical meetings throughout the academic year to review the teaching-learning process.
- At the beginning of each academic year, IQAC collects the Annual plan of Departments and monitors its effective implementation throughout the year.
- The teacher submits Semester Plan to evaluate the progress of the curriculum in tune with the Academic plans.
- The HOD's meets faculties regularly to discuss the relevant services to assess academic and administrative matters and then communicate to IQAC.
- Students' attendance is closely monitored, and the parents are informed by sending Text messages. The HOD's and the Principal verify and attest the Attendance register maintained by the Class Mentor once a month.

- The Class leader keeps a logbook comprising hourly attendance and activities done in the classrooms. The Class Mentor, HoD, and the Vice-Principal scrutinize this regularly.
- Students' learning outcomes are regularly reviewed through class tests, assignments, seminars, field projects, internal assessment tests, and university examinations as scheduled in the Academic Calendar.
- IQAC organizes Department wise Parents Teachers Meetings to discuss factors that can affect students' learning process, along with students. The teachers share their observations about the studies and behavioral patterns of the students with their parents and solicit feedback from them.
- IQAC interacted with teachers regarding the changes that can be adopted in the pandemic situation, new teaching methods and use of ICT. In order to accomplish this, IQAC advised the College Management to provide the necessary academic and infrastructural facilities in the classroom. Thus, some additional ICT facilities like broadband internet, Wi-Fi are implemented in the College.
- Using ICT-enabled digital classrooms, faculty members can demonstrate PPT, share recorded classes, and other subject materials to deliver their lectures clearly and interactively. Google Classroom and other digital platforms are used to provide online sessions, class evaluations and assignments.
- The IQAC, with the assistance of Mentors and Department Heads, recognizes Slow learners and Advanced learners based on their academic performance.
- Slow learners are given special attention, and the faculties provide Remedial coaching classes to help them improve.
- Advanced learners are encouraged to participate in competitive examinations, seminars, Peer-teaching for slow learners, and develop innovative academic projects.
- Students and Faculty members are encouraged to enroll in SWAYAM courses through NPTEL using the ICT platform to avail quality learning from IITs.
- IQAC took the initiative to become a Local Chapter for SWAYAM-NPTEL.
- IQAC assesses the Department-wise University Result analysis each semester discussed in meetings for further improvement.

Feedback

-
- After each semester, IQAC collects Curriculum Feedback on the teaching-learning process, and a consolidated report is provided to the principal, for future improvement and execution.
- IQAC provides feedback forms to the teachers for self-evaluation, and it is gathered from the students at the end of each semester.

· IQAC developed a Performance Appraisal System of the teaching staff collected from Students and HOD's. After consolidation, and analysis, the performance of the faculties are evaluated. Individual meetings with management are organized for the faculties to motivate them and ensure their performance.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.5.3 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements
2. Collaborative quality initiatives with other institution(s)
3. Participation in NIRF
4. any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

Response: C. 2 of the above

File Description	Document
Upload details of Quality assurance initiatives of the institution	View Document
Upload any additional information	View Document
Paste web link of Annual reports of Institution	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

Response:

The college provides a safe and secure environment for the students. The college has a gender equality policy to ensure parity between the two genders. Every year an action plan is prepared to ensure gender parity in the working environment.

Curriculum

The institution follows the curriculum issued by the University of Calicut, which has courses concerning gender sensitization. The Programmes of BSc and MSc Psychology and BA and MA English have gender sensitivity courses like Zeitgeist Reading on Contemporary Culture, Life Skill Education: Application and Training, Psychological Counselling etc.

Co-curricular Activities

The institution provides equal opportunity for all in co-curricular activities. Equal participation of all students is ensured for sports day, arts day and also in different clubs and committees. Every year women cell conducts special awareness programmes and competitions for girls to make them motivated and competent. Workshops and live sessions on martial arts have been provided to girl students for self-protection. Institution provides moral and financial support to female faculties.

SAFETY AND SECURITY

All the students and staff are provided ID Cards, which is compulsory for entering the campus. The college has a 24 hour security guard to ensure the safety of the students. Security cameras are installed at strategic locations. Entry is restricted for visitors both within the college and the hostel. Students can leave the campus with the Gate Pass duly signed by class mentor and the Head of the Department/ Vice Principal. In the event of security concerns, eve teasing or complaints regarding noncompliance of safety measures by bus operators, the Principal informs the Police department and issues are sorted out. The college has a medical staff to provide basic facilities that ensures safety in case of medical emergencies. The college has an anti-ragging cell, which ensures strict compliance of anti-ragging measures. Sessions to make the students aware of the legal aid, counselling sessions and assistance to approach courts for relief and rehabilitation under Protection of women against domestic violence Act has been provided to students. Our college provides hygiene and relaxation for the girl students through Pink Toilet facility. Technological support in the form of Napkin Vending machine and napkin burners are also placed in girl's washrooms. Suggestions boxes are placed in the campus to collect the grievances of the students.

COUNSELLING

The college has a full time professionally qualified woman psychological counsellor for the effective management of problems and challenges faced by girls. Common student concerns ranging from anxiety, stress, fear of change, academic worries, homesickness etc are addressed. As a part of the fitness drive of the students and staff, a multi gym and a fitness centre is functioning as part of the institution.

COMMON ROOM

A Common room is located in the Christ Hill Block, where girls can have their personal space. Students can utilize the space for reading, exchanging ideas and have sound discussions with the peer group. Sick rooms have been provided for the girls and boys with beds, first aid and toilets are prevalent in the campus.

File Description	Document
Link for specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	View Document
Link for annual gender sensitization action plan	View Document

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

- 1.Solar energy
- 2.Biogas plant
- 3.Wheeling to the Grid
- 4.Sensor-based energy conservation
- 5.Use of LED bulbs/ power efficient equipment

Response: A. 4 or All of the above

File Description	Document
Geotagged Photographs	View Document
Any other relevant information	View Document
Any other relevant information	View Document

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system

- **Hazardous chemicals and radioactive waste management**

Response:

The institution, which produces about 50 kilograms of waste per day, has a zero-waste campus. The dry waste is given away to recycle while wet waste is used for composting. In the end, none of the waste generated ends up in landfills. We give emphasis on reducing the waste material and its proper disposal in the campus with the help of Green Fan Club. The generated wastes are separated to solid, liquid and e-waste and are effectively disposed off to make the campus clean and healthy.

There are different ways adopted by the college to manage these wastes, which are as follows:

Solid waste management

The members of Green Fan club always ensures that green protocol is strictly adhered to, in all the programs like seminars or other functions, to move towards a plastic-free campus. Students and staff are encouraged to use steel and glass utensils, wherever possible. Incinerators are installed on the campus for waste disposal. Separate bins are kept for organic and non-biodegradable waste.

The biogas plant on the campus fuels the canteen stoves. The residue of the biogas plant is used as fertilizer for gardening. The college has installed sanitary pad dispensers in the women's washroom. The college is heading towards a paperless campus by introducing an online admission process and adopting a strict protocol of conducting official work through e-communication. The college encourages all academic communication, including assignment submission by students through email.

Liquid waste management

The College strictly follows the mantra of using "less water now, for tomorrow". The main liquid waste includes effluents from wash areas, toilets and laboratories. These are collected in a wastewater filtration plant of about 1 Lakh litres capacity/day, which is then utilized to irrigate and maintain the green ecosystem of the campus. Toilets are properly connected to the sewage system, which gets rid of waste through drainage pipes to separate underground tanks, which are regularly cleared and maintained. Special care is taken to ensure that there are no leaks in the pipes or accumulation of contaminated water in the premises. The college strictly adheres to the protocol of safe disposal of waste effluents from laboratories by segregating both organic and inorganic chemical wastes. Inorganic wastes such as concentrated acidic or alkaline solutions are neutralized before disposal using sodium bicarbonate or calcium oxide.

E-waste Management

Major e-waste contents in the campus include hardware from computer labs. Procurement is optimized to avoid unnecessary possession of electronic devices with shorter life span. Maximum efforts are taken to utilize the existing hardware by regular servicing and employing to reduce e-waste. Unavoidable e-wastes like printer cartridges and laptop batteries are returned to the supplier. Reusable parts are separated and used in other systems. Computers, printers and other ICT equipment are disposed of through buyback schemes. Besides this, all kinds of electronic waste, such as battery cells and useless electronic devices, are given away to scrap dealers twice a year.

File Description	Document
Any other relevant information	View Document
Link for Geotagged photographs of the facilities	View Document

7.1.4 Water conservation facilities available in the Institution:

1. Rain water harvesting
2. Borewell /Open well recharge
3. Construction of tanks and bunds
4. Waste water recycling
5. Maintenance of water bodies and distribution system in the campus

Response: A. Any 4 or all of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document
Any other relevant information	View Document

7.1.5 Green campus initiatives include:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. Landscaping with trees and plants

Response: B. 3 of the above

File Description	Document
Various policy documents / decisions circulated for implementation	View Document
Geotagged photos / videos of the facilities	View Document
Any other relevant documents	View Document

7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:

1. Green audit
2. Energy audit
3. Environment audit
4. Clean and green campus recognitions / awards
5. Beyond the campus environmental promotion activities

Response: A. Any 4 or all of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	View Document
Certification by the auditing agency	View Document
Certificates of the awards received	View Document
Any other relevant information	View Document
Link for any other relevant information	View Document

7.1.7 The Institution has disabled-friendly, barrier free environment

1. Built environment with ramps/lifts for easy access to classrooms.
2. Divyangjan friendly washrooms
3. Signage including tactile path, lights, display boards and signposts
4. Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

Response: A. Any 4 or all of the above

File Description	Document
Policy documents and information brochures on the support to be provided	View Document
Geotagged photographs / videos of the facilities	View Document
Any other relevant information	View Document

7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).

Response:

Yuvakshetra Institute of Management Studies takes various steps to provide an inclusive environment. The college celebrates Christmas every year which marks the birth of Jesus. This brings in happiness, enjoyment and inculcates cultural values among students.

Onam, the harvest festival of Kerala is celebrated with great pomp and splendour. Various competitions are held and programs promoting regional and cultural harmony are conducted as part of these celebrations. Apart from this, the college regularly distributes Onam kits for the palliative patients in Mundur Panchayath. As part of these celebrations, the students and staff spend time with the poor and also provide

them with food.

The college celebrates Kerala Piravi every year which marks the birth of the state of Kerala also known as God's Own Country. This day portrays the aura and tradition associated with Kerala. At the same time this celebration cultivates love for the mother tongue, Malayalam. This programme helps in bringing a sense of regional as well as linguistic harmony. Hindi Day is celebrated with the objective of promoting the use of Hindi language. This day marks the importance of Hindi as the official language of India.

Flood relief material collection was another great initiative by the college for cultivating fellow feelings among students. This initiative witnessed high participation levels. The college under the keen participation of the students, was able to collect quite a lot of food materials and also materials for daily use. This was finally packed and sent to the flood affected places in Kerala. The college management along with the faculties and students provided educational assistance to tribal schools, thereby inculcating a deep sense of communal harmony.

The college frequently conducts blood donation camps and the participation levels in it are noteworthy. Snehaveedu is a venture where students of the college, as part of social commitment, construct houses for the poor. As part of this venture many students actively participate in the construction activities. Such programmes help the students to enhance a sense of deep commitment towards the society, making them learn the lessons of life in the process.

Cleaning activities are also frequently arranged in and around the place. Harithakeralam mission activities are coordinated, where students clean and chlorinate houses. All this is done to promote the students' working for the welfare of the society or community at large. Thus the college has taken many positive steps to bring in the cultural, regional, linguistic as well as communal harmony.

File Description	Document
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View Document

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

The institution played an important role in inculcating strong loyalty towards the values of the Indian Constitution. The motto of the college is “**Inform and Form to Transform**” and the institution focuses **on transforming each individual into responsible citizens of the nation.**

Preamble of the constitution has engraved at the entrance of the institution and is visible to everyone who enters the campus. The official gatherings of the college culminates with the recitation of the **National Anthem**. This helps to develop social harmony, national unity and respect to the Constitution of the nation. The college celebrates the **Independence Day** and **Republic Day** and reminds the students of their constitutional obligations and urges them to work towards the progress of the nation. Our institution is

arranging various programs that aims to throw light on our constitutional rights and duties and to remember our great leaders.

Electoral Literacy Awareness and Training Programs are conducted and campus ambassadors are trained in order to create awareness of the election and voting procedures among students. The college encourages students to utilize their voting rights. **National Voters Day** is celebrated where eminent personalities conduct awareness class and make students literate about the constitutional laws. The college also has an **Election Literacy Club** which conducts various talks and awareness programs related to the rights, duties and laws of the nation. **Election Literacy quizzes** are also conducted and the certificates for the winners are distributed during National Voters Day celebration. **The Awareness program on Road Safety** is conducted in collaboration with a team of transport employees of the district in order to remind the students about the traffic rules and the importance of road safety and value of life. As part of the “Women’s Safety Self Defense Scheme”, an initiative of the District Janamaithri Police, ‘**Nirbhaya Self Defense Program**’ a ten-day training session in the techniques for self defense was administered to the female students of the college. The training was aimed at equipping women in various self defense techniques in this increasingly unsafe scenario in both Kerala and India. The college conducts anti drugs awareness rallies and street plays every year that aim at educating the need for a drugs-free society. The PG Department of Commerce conducted a five –day national webinar titled ‘**Union Budget Analysis 2020**’ in order to enlighten the students on the policies and decisions undertaken by the government. As part of the **National Law Day**, the PG Department of Commerce conducted a one-day webinar on the topic “Fundamental Rights and Duties”. The **NSS unit** of the college was formed and inaugurated on 27 February 2021 and Mr. Chandrasekar, Assistant Professor, Department of Geography, was appointed as the NSS coordinator. **A Cycle Rally** was conducted by the NSS unit to raise awareness on the alarming spread of Covid-19. The PG Department of Commerce also conducted a **certificate course on “Indian Constitution”** to enable the students to dwell into the Constitution. These activities and programmes organized by the college reflect the democratic teachings of the institution.

File Description	Document
Link for details of activities that inculcate values necessary to render students in to responsible citizens	View Document

7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.

- 1. The Code of Conduct is displayed on the website**
- 2. There is a committee to monitor adherence to the Code of Conduct**
- 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
- 4. Annual awareness programmes on Code of Conduct are organized**

Response: A. All of the above

File Description	Document
Details of the monitoring committee composition and minutes of the committee meeting number of programmes organized reports on the various programs etc in support of the claims	View Document
Code of ethics policy document	View Document
Any other relevant information	View Document

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

The college encourages students by celebrating national and international days. The events are associated with seminars and invited talks by professors, scientists, environmentalists etc. from various disciplines. Through the celebration of these events, the students, teaching and non-teaching staff of this college come to know the importance of sustainable development and environmental conservation. Many of the events are coordinated by the faculties of concerned departments. The following are some of the international and national days that are being celebrated by the college

- World Environment Day: On 5th June the environmental day is celebrated.
- World Water Day: On 22nd March of every year 'the world water day' is celebrated.
- World Soil Day: It is held annually on 5th December.
- Earth Day: 22nd April is observed as earth day.
- World Population Day: 11th July is the world population day and it is observed in the college annually to focus attention on the urgency and importance of population issues.
- World AIDS Day: World AIDS Day is celebrated on 1st December every year
- International Day against Drug Abuse and Illicit Trafficking: 26th June is observed as International Day against Drug Abuse and Illicit Trafficking.
- National Sports Day: The National Sports Day is celebrated on Dhyan Chand's birthday on August 29th to honor the hockey legend.
- Teachers' Day: On 5th September Teachers' Day is celebrated.
- Math Storytelling Day: On September 25th, Math Story telling Day is observed.
- Fibonacci Day: November 23rd is celebrated as Fibonacci day
- World Mental Health Day: On 10th October, World Mental Health Day is celebrated to raise awareness of mental health issues.
- International Women's Day: International Women's' Day observes on 8th March in the college every year to empower women.
- International Day of Yoga: Every year, 21st June is observed as International Yoga Day.
- National Mathematics Day: It is celebrated every year on December 22, honouring the birth anniversary of mathematical genius Srinivasa Ramanujan.
- World Tourism Day: It is commemorated each year on 27th September.
- Independence Day Celebration: It is celebrated on August 15th every year.
- Gandhi Jayanthi: It is celebrated every year on October 2nd to remember Gandhiji
- National Voters' Day: It is celebrated on 25th January annually to remember the importance of

individual vote.

- Republic Day Celebration: It is celebrated every year on 26th January to remember the constitutional values.
- Hindi Day: Hindi Day or Diwas is celebrated on the 14th of September
- World Hindi Day: World Hindi Day is observed on January 10th.
- Premchand Jayanthi Celebrations: On July 31st Premchand Jayanti is celebrated paying tribute to one of the greatest writers in the field of Hindi Literature
- National Statistics Day: It is celebrated on 29th June every year.
- World Computer Literacy Day: It is observed on December 2nd.
- World Ozone Day: It is observed on September 16th.
- National Tourism Day: It is observed on 25th January.

In addition to this the college celebrates the festivals like Onam, Christmas, Diwali and Kerala Piravi. All the students, teaching and non-teaching staff of the college participate in the programmes with boundless zeal.

File Description	Document
Link for Annual report of the celebrations and commemorative events for the last five years	View Document
Link for Geotagged photographs of some of the events	View Document
Link for any other relevant information	View Document

7.2 Best Practices

7.2.1 Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Response:

BEST PRACTICE - 1

1. Title of the Practice

SNEHOTSAVAM and SNEHAVEEDU

2. Objectives

? Creation of an ambiance where social commitment becomes an attitude, a way of life and an essential constituent in the profile of our college.

? To inculcate the value of generosity and a sense of social responsibility among the students.

- ? To develop values like compassion, service-learning and benevolence among the college community.
- ? To spread ray hope among the less fortunate beings of the society.
- ? To provide services to the community that they work with.
- ? To enable the students to understand and appreciate the role of social involvement as an essential ingredient of personal growth and maturity.

3. **The Context**

Education is not mere academic advancement but also a key to building a better world. It is important to light up the spirit of volunteerism among the students. Society often limits their involvement to mere contributions in money. Through community service, they gain real-world experience and practice important habits like leadership, problem solving, time-management, generosity, social commitment etc. Volunteering offers students the opportunity to apply their classroom learning to practical scenarios that have real implications. In other words, service-learning opportunities can be considered as added benefits of improving the lives of themselves as well as the others. And here is the relevance of the service-learning opportunities such as SNEHOTSAVAM and SNEHAVEEDU, through which we opens to our students as well as the faculties, certain benefits that can lead to positive outcome in their lives also to enable them to witness its reflections in the lives of the others.

4. **The practice**

Service-learning opportunities help students gain real-world experience and practice important habits like leadership, problem solving, generosity, time-management, social commitment, volunteering and so on. It offers students the opportunity to apply their classroom learning to practical implications. In other words, such service-learning opportunities can offer skill-boosting benefits in order to improve their lives. SNEHOTSAVAM and SNEHAVEEDU are such service-learning opportunities that our college initiates; which is an immensely rewarding experience for both students and the faculty members.

SNEHOTSAVAM is one of the remarkable programmes of Yuvakshetra Institute of Management Studies. It is a major programme conducted annually to express the institution's concern for the less fortunate sections of our society. Every year our students invite the inmates of different Orphanages, Old-age homes and Special schools to the Institution in and around Palakkad, on the second Saturday of the month of November at the symphony auditorium of the institution. Over 17 homes get invited to the programme and spend time with the inmates. It provides a great relief to the inmates of those institutions, as they get to see enthusiastic students and spend time with them. Students conduct games and different cultural programmes to provide a joyous environment. It opens a platform to display their talents and creativity in various areas. The inmates of the various homes present dances, songs, skits and various other items of entertainment. Prizes and gifts are presented to the participants. Lunch is served to all the visitors, participants and their

escorts. The participating homes are given kits containing items of daily use and requirements as per their needs.

SNEHAVEEDU is another kind initiative of our college. In collaboration with our student community, our institution helps economically backward persons to find a home of their own. As a part of social commitment Institutions find students or staff coming from economically deprived communities and extend a helping hand. The students do the planning and take lead roles in carrying out the whole programme. The students collect the required funds and the management executes the programme. Students take part in the whole activities including building work. Thus in the year of 2017 we constructed a house for one of our poor staff. Such ventures will be sustained in the future years too. Such service-learning opportunities enable us in the accomplishment of societal commitment; thereby being a role model in front of our student community as well as the society.

5. Evidence of Success

As an educational institution, our college plays a vital role in the development and improvement of the society, contributing to the welfare of the citizens. Institutions can lead by example by being socially conscious institutions themselves, whilst simultaneously mould, nourish and support the student community to develop themselves to be better citizens of tomorrow. Through such service-learning activities a great change has been found in student's attitude towards fellow beings. Students learn to value the blessings of their life. Even students' attitude towards wasting food and drinking water showed a positive change. Discipline was automatically inculcated in the student's behavior. Even parents notice the change in their ward's behavior and share the thought with the class mentors. Also the initiatives that we took have provided a visible change in the attitude of the students towards the deprived community. The success of one institution in one sphere of activity leads others to follow similar strategies. Despite some limitations, the programme achieves its objectives of caring for children and providing familial events for orphans. Many organizations caring for orphans in the locality, through institutional settings could learn from the experience in terms of Management style, parenting and connections with relatives and community.

6. Problems Faced and Resources Required

Major problem which we encounter is the shortage of fund or financial strain. But as these activities are carried out by the institution's contributions, such a problem hasn't arised so far. As the students have to attend regular classes the time they can spend for such activities are limited. Even amidst of classes and co-curricular activities the institution charts a timetable for such visits, and programmes; so that each student gets at least 2 opportunities an year. Even the students are enthusiastic to volunteer, often they feel stressed. Along with their academic works and projects, they struggle hard to meet the semester plans productively they may be reticent to add more activities. But such activities shouldn't be discouraged due to any reasons. Our Institution recognizes the benefits of such activities for students; we foresee the merit that they inculcate. And, fortunately, we find innovative ways to reduce barriers and encourage students.

BEST PRACTICE - 2

1. Title of the Practice

Assembly as an Ability Enhancement Platform

2. Objectives

- A perfect place to promote opportunities to tackle performance anxiety and stage fear.
- To motivate students by positive reinforcement in the form of praise for achievements awarded in public.
- To enhance the team spirit, self-confidence, leadership quality and strengthens personality.
- A platform for the dissemination of updated information of the institution, also regarding general knowledge and current affairs.
- To inculcate moral and ethical values and make students accustomed to learn social discipline, cleanliness and personal hygiene.
- To develop a feeling of affiliation, unity and harmony among students.

3. The Context

A committee has been formed to monitor the assembly so that individual attentions of the students are encouraged. This cohesive harmony can serve to develop a positive college ethos that affirms the identity and aspiration of the college. It is conducted to provide opportunities to develop learning capability and self-confidence. It gives training to a large number of students for effective appearance and expression before the audience and thus to avoid stage fear. It can be a great opening for developing public speaking, tackling performance anxiety, improving leadership quality, developing reading habit and learning social discipline. The prize winners of various academic as well as nonacademic events are appreciated in the prayer assembly for enhancing their positive attitude and motivation. It also provides a platform to the heads of the institution to address the staff and students for disseminating updated information face to face.

4. The Practice

The assembly is a collective gathering of the entire body in which students get to feel the college as an organized group and thus it enable them to develop a sort of community spirit. Our assemblies are arranged on every Mondays. The morning assembly is held between 9:30am to 9:50am. The committee guides and encourages the students in planning and conducting the assembly by giving equal chance for all departments on a weekly rotational basis. That 20-minute assembly serves the students not only as an expansion of connecting with their true self or God through prayer but also an excellent resource full-time for enriching themselves. We have a well-planned assembly under the supervision of an assembly committee; which gathers at least twice an year and maintains minutes of it. Activities of the assembly

comprises of anchoring, prayer song, news reading, thought for the day, departmental updates, and address by the heads of the institution, acknowledgement of achievers during occasions and national anthem. By last two years due to the Covid-19 pandemic situation our assemblies are also been conducted in online mode. All together the assembly creates calmness, develop a sense of integrity and pave way for self enhancement. The principles of self-discipline, confidence, habit of reading and acquisition of general knowledge and current affairs are inculcated. The students are informed of departmental updates and are regularized in their academic work. A good college is always particular about their assembly schedule. But few students are always in lookout to find excuses to escape from the assembly. It is essential to understand that assembly is not just about standing in long queues and reciting prayers or listening to the institutional heads. We used to commemorate and celebrate important national and international days. All the activities carried out in assembly have a great influence in every point of life. The positive effects of attending and taking up roles in assembly can be felt throughout the life. It is important for student's holistic development. It helps to develop a feeling of being united. It enables to get an understanding of the college in a better way. It facilitate to learn valuable lessons, to build confidence, enriching public speaking skills, avoid performance anxiety, improve leadership quality and to get self-motivated. Prayer assemblies seem to be a platform for rewarding achievers in order to encourage them to perform better. It helps to understand the ups and downs of college and solving out the problems. Altogether assemblies facilitate the overall physical, mental and spiritual development of students. It must be considered as a place where students can imbibe the value of punctuality, patience and grooming standard day by day on a natural basis.

5. Evidence of success

Each and every activity of the college is beneficial for the students by creating an environment conducive to the growth of them. Likewise, the assembly also seems to be an excellent resource for students to develop their values which provides an exciting venue to overcome performance anxiety, to improve self-confidence and public speaking skill and to get self-motivated and enrich leadership quality. It supports them to develop a sense of cohesive harmony. Through the assembly moral, social and spiritual values are inculcated successfully. Students are encouraged to participate in activities like anchoring, news reading, delivering thought which develops intellect. These activities help in boosting the confidence of students as they learn to express themselves in front of others. Assemblies are the best platform to encourage the students who have achieved something in academics or nonacademic activities. When the achievers are awarded in front of everyone, they feel encouraged and receive enthusiasm to achieve more. Furthermore, it inspires other students to perform better in order to become one of the achievers. It is a better place to instill discipline and self-confidence, enrich self-motivation and leadership quality and altogether it accentuates on the holistic development of students.

6. Problems Encountered and Resources Required

There are few problems encountered in continuous implementation of this practice. Few students are not that much enthusiastic about attending the assembly. But the initial resistance of some students disappeared in no time as they understood the value of this practice. The time investment required for this was another fear that we confronted. With the introduction of the semester system involving internal assessment the academic burden on students and teachers have increased.

However, assembly started conducting once in a week- Monday. From the last two years due to covid-19 pandemic situation just as teaching, assembly also switched to virtual mode. Every Monday assembly has been conducted through Zoom or WebEx platform. Network issue seems to be a vital problem for executing the assembly effectively. This barrier of communication interrupts the smooth flow of the program.

File Description	Document
Link for Best practices in the Institutional web site	View Document
Link for any other relevant information	View Document

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

GREEN CAMPUS

Yuvakshetra Institute of Management Studies grabs the attention by its verdant beauty of the lush green campus, which immediately brings tranquility and joy to the soul. The college is committed to the preservation of the ecosystem and the enthusiasm with which this has been practiced from the time of the establishment of the institution, has never slackened or taken a backseat.

College Greenery

When one enters the YIMS campus crossing the St. John Paul Square/the Administrative Block, one walks on a path under the dense canopy of the branches of huge trees. On entering the Christ Hill and Jubilee Blocks on the other side of the main road, one is greeted by a beautifully landscaped stretch of land, and pathways lined with small plants of various kinds. St. John Paul Square has old and new trees, fruit-bearing trees and others. The Christ Hill Jubilee Block has a garden of a rare variety of bamboo, the saplings of which were brought from Myanmar way back in 1942.

Ente Maram programme

Under the Ente Maram (My Tree) programme, from the time of admission students are entrusted with the care and protection of trees and plants till the end of their course in the college. It has a very positive impact on the behavior of the students and the society. They work as our goodwill ambassadors in the society. Almost four acres of land within the campus is subjected to organic farming.

Organic Farming

Nature responds to the nurturing it gets by generously producing fruits and vegetables. During their

respective seasons, one can find mangoes, jackfruits and papayas in the garden. The seasonal vegetables like snake gourds, ash gourds, pumpkins, plantains, pineapples, etc, are available in plenty. The institution also grows crops of green chilies, tomatoes, flowers, bigi, pista, jabuticaba fruit, rare plants of many kinds in grow bags or on the soil along the sides of pathways and buildings.

Dairy Farming

The institution also has a dairy farm where various species of cows including indigenous species like the Vechur, HF, GIR are bred.

Environmental responsibility

Having the motto '**Inform and form to transform**', the college is always committed to mould intellectually competent, morally upright, emotionally balanced, and socially committed citizens of tomorrow by focusing on the all-round development of each and every student.

Green activities

Yuvakshetra has become a pioneer in green activities. The top authorities of the Calicut University including the Registrar and Vice Chancellor, who have visited the college many a time, have been highly impressed by the campus.

One of the goals of Calicut University for its Golden Jubilee Year (1967-2017) was to promote Green Campuses in the affiliated colleges. Yuvakshetra was chosen as the **MODEL GREEN CAMPUS**, and Nodal Officers appointed for the purpose were sent to YIMS to visit the campus and attend a training programme that helped them get green ideas to be implemented in their respective colleges. The training aims at promoting organic farming, agriculture, waste management and prevention of soil erosion, wastewater treatment, and promotion of greenery in and around the campus.

- Representatives from the college, viz the Vice Principal have visited other colleges to impart knowledge about green practices. Awareness about the usefulness, nutritive value and potential of specific indigenous fruits and vegetables has been spread through **ANNAM** programmes.
- Organic Farming, a **Certificate Course** approved by the University, was made an Add-On programme for students.

Green Protocols

- Saplings are distributed to participants at some functions. Seed pens are given to new batches of students on Fresher's Day.
- Plastic is discouraged. Paper cups have been abandoned for steel cups for drinking tea.

Green Guardians Club

A club of Nature's Fans among the students organizes a number of green projects and awareness programmes in the campus as well as in outreach work, since 2015. Major activities are planting of useful and value-adding trees, organic farming, farm visits, bio diversity training programmes, awareness of students about nature and promoting the Institute green protocol.

Annam

The college conducted 'ANNAM' in the college premises. A **Jackfruit Fest and Agri Organic Expo** was well appreciated and accepted by people who visited the exhibition. The Department of Hotel Management efficiently set up the food and beverage restaurant that attracted a major crowd in the exhibition. The Indigenous Fruits, Vegetables and Animal Expo were well appreciated and accepted by people who visited the exhibition. Sixty varieties of delicious food products from jackfruit were prepared and served to the visitors, by the students of the Hotel Management Department of Yuvakshetra College, following the etiquettes of International Standards.

YU FARM-app

New policy named "veetil oru phala viruksham", veetil oru visha rahitha kariveppu" was inaugurated and students were handed over saplings. A mobile application "YU FARM" was also launched as part of the campaign and green protocol training.

Green Audit

Green audits conducted in the college are a useful tool for the institution to know how and where they are using the most energy, water or other resources. Thus be able to plan for the needed changes and ensure savings. It is used to improvise their waste minimization strategy. **Rainwater harvesting**

It instills the much-needed humanism in everyone. The greenery that encircles the college gives it the ambience of a "gurukulam" Other practices in the institution have greatly helped in sustaining the Green Campus Status of the college, Rain water harvesting is practiced in the campus.

Scientific Treatment Plants

The Scientific Treatment Plant treats all the wastewater, which is later used for watering the gardens, and for organic farming, the Energy Conservation Program includes **Solar Light and Water Heater, Biogas, Plant, Steam Cooking, Smokeless Ovens and LED Lights.**

Waste Management

Waste Management is done by segregating waste, and disposing them separately, An Incinerator has been installed in the campus.

Together with the above practices, the Green Campus Concept has become a roaring success in the institution; the students and staff made this successful. This is an excellent example for sustainable development worthy of emulation by other organizations.

File Description	Document
Link for appropriate web in the Institutional website	View Document
Link for any other relevant information	View Document

NAAC

5. CONCLUSION

Additional Information :

Yuvakshetra Institute of Management Studies, as its motto suggests, “Inform and Form to Transform”, ties to impart sufficient curriculum information and we try to form the intellect, mind and body of an individual to transform the students as better citizens befitting to the needs of the time. We provide the students a holistic, integral, inclusive and enjoyable campus atmosphere so that the students may grow in their full potentials. We have started different programme in order to improve the additional skills of the students. The signing of different MoUs with local and national agencies and different educational and professional institutes are for the quality improvement of the students. Many departments have the Department Clubs providing the students a lot of opportunities to enrich themselves in their studies and career.

Study is incomplete without the sense of social commitment. College provides the students whatever is possible to develop their commitment to society. *Snehotsavam*, Palliative assistance, visit to the palliative patients etc are the programme through which the students are made aware of the necessity of being committed for the social needs. The help given to the Positive People of the district of Palakkad through their association - Palakkad District Positive People Network (PDNP), is in a way provide the indirect involvement of the students with the needy.

The students, as part of their study, are provided proper guidelines regarding their higher studies. Majority of the students except that of Hotel Management and Computer Science after their graduation, go for further studies before they search for a job. This post graduation study helps the students to get better jobs.

Together with the studies, the students are given ample time and support for the extracurricular activities which merited the institute in the areas of Arts and Sports. Yuvakshetra Publication is another area where the students can make their own publications with ISBN numbers and many students do make use of this possibility.

Yuvakshetra Institute of Management Studies, within a short span of 10 years, has made a mark in all areas of study and all other activities. YIMS will remain as a source of inspiration for many young people to come.

Concluding Remarks :

Yuvakshetra Institute of Management Studies ensures effectual planning and delivery of Curriculum as per the University CBCS regulations through a well-documented process and effective tools. Both Professional and Value-added Courses are provided for healthy development of the students. The college also has a sound feedback mechanism.

The teaching-learning method is student-centric with sufficient emphasis on experiential learning. The college adopts a transparent admission policy and maintains a sound student-teacher ratio. The lecture method is complemented with the use of ICT. The performance of students at University Examinations has been consistently good. The staffs also get opportunities to upgrade themselves.

The college has taken initiative for Research, Innovations and Extension activities, and has published books, and papers by faculty and staff in reputed journals. The college hosted the 32nd Kerala Science Congress. Students visit the habitats of the less privileged of society and also participate in social activities like Blood

Donation Drives.

The structures that house classrooms, laboratories, library, hostels, canteen, and washrooms are provided as per the requirement, and are kept spic and span. The water tanks, green patches and playgrounds are well-maintained. Necessary digital equipments, including ICT fixtures are provided at all vital points, offices, departments, library, prayer room and laboratories.

The college supports the students in all their endeavors. The students are provided with freeships and opportunities to develop their talents and their educational and professional applications. Most students write competitive, entrance examinations and pursue higher studies. The elected College Students' Union plays a pivotal role in many of the committees; students also contribute as alumni to the college.

The College maintains transparency in all its systems and procedures. Statutory bodies like Grievance redressal cell, Anti-ragging cell, Sexual harassment cell etc. function in the college as per UGC regulations. E-governance software has been installed.

The best practices of Yuvakshetra reflect an assemblage of health, safety, joy and concern. Security guards and cameras ensure safety; the various committees try to eliminate grievances and assuage harassment; eco-friendly measures guarantee sustainable development. Communal harmony is promoted through cultural fetes, and compassion through social activities.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.1.3	<p>Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years</p> <ol style="list-style-type: none"> 1. Academic council/BoS of Affiliating university 2. Setting of question papers for UG/PG programs 3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses 4. Assessment /evaluation process of the affiliating University <p>Answer before DVV Verification : B. Any 3 of the above Answer After DVV Verification: B. Any 3 of the above</p>																				
1.2.1	<p>Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</p> <p>1.2.1.1. Number of Programmes in which CBCS / Elective course system implemented. Answer before DVV Verification : 18 Answer after DVV Verification: 18</p>																				
1.2.2	<p>Number of Add on /Certificate programs offered during the last five years</p> <p>1.2.2.1. How many Add on /Certificate programs are offered within the last 5 years. Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>27</td> <td>21</td> <td>2</td> <td>15</td> <td>7</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>27</td> <td>21</td> <td>2</td> <td>15</td> <td>7</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	27	21	2	15	7	2020-21	2019-20	2018-19	2017-18	2016-17	27	21	2	15	7
2020-21	2019-20	2018-19	2017-18	2016-17																	
27	21	2	15	7																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
27	21	2	15	7																	
1.2.3	<p>Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years</p> <p>1.2.3.1. Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>1752</td> <td>1702</td> <td>50</td> <td>856</td> <td>317</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p>	2020-21	2019-20	2018-19	2017-18	2016-17	1752	1702	50	856	317										
2020-21	2019-20	2018-19	2017-18	2016-17																	
1752	1702	50	856	317																	

2020-21	2019-20	2018-19	2017-18	2016-17
1752	1702	50	856	317

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

1.3.2.1. Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
16	16	15	15	14

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
16	16	15	15	14

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

1.3.3.1. Number of students undertaking project work/field work / internships

Answer before DVV Verification : 627

Answer after DVV Verification: 624

1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders

1) Students

2) Teachers

3) Employers

4) Alumni

Answer before DVV Verification : B. Any 3 of the above

Answer After DVV Verification: B. Any 3 of the above

1.4.2 Feedback process of the Institution may be classified as follows:

Options:

- 1. Feedback collected, analysed and action taken and feedback available on website**
- 2. Feedback collected, analysed and action has been taken**
- 3. Feedback collected and analysed**
- 4. Feedback collected**

5. Feedback not collected

Answer before DVV Verification : A. Feedback collected, analysed and action taken and feedback available on website

Answer After DVV Verification: A. Feedback collected, analysed and action taken and feedback available on website

2.1.1 Average Enrolment percentage (Average of last five years)**2.1.1.1. Number of students admitted year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
830	723	574	601	524

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
830	723	574	601	524

2.1.1.2. Number of sanctioned seats year wise during last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
997	867	672	652	585

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
997	867	672	652	585

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

2.1.2.1. Number of actual students admitted from the reserved categories year-wise during the last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
99	77	75	65	57

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
99	77	75	65	57

2.3.3 Ratio of students to mentor for academic and other related issues (Data for the latest completed

academic year)

2.3.3.1. Number of mentors

Answer before DVV Verification : 73

Answer after DVV Verification: 73

2.4.2 **Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)**

2.4.2.1. **Number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
11	9	6	5	5

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
11	9	6	5	5

2.4.3 **Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)**

2.4.3.1. **Total experience of full-time teachers**

Answer before DVV Verification : 226

Answer after DVV Verification: 226

2.6.3 **Average pass percentage of Students during last five years**

2.6.3.1. **Number of final year students who passed the university examination year-wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
476	533	473	412	347

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
476	533	473	412	347

2.6.3.2. **Number of final year students who appeared for the university examination year-wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
584	580	513	470	413

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
584	580	513	470	413

3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years

3.1.3.1. Number of departments having Research projects funded by government and non-government agencies during the last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17

3.1.3.2. Number of departments offering academic programmes

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
10	9	7	7	6

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
10	9	7	7	6

3.2.2 Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the last five years

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
32	10	5	8	1

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
32	10	5	8	1

3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years

3.3.2.1. Number of research papers in the Journals notified on UGC website during the last five years.

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
5	21	0	6	2

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	1	2	0	1

3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
18	31	4	0	3

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
18	31	4	0	3

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

3.4.3.1. Number of extension and outreached Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
6	7	4	2	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
6	7	4	2	0

3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years

3.4.4.1. Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh

Bharat, AIDs awareness, Gender issue etc. year-wise during last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
636	150	86	35	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
636	150	86	35	0

3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year**3.5.1.1. Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year-wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1	1	0	0	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1	1	0	0	0

3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years**3.5.2.1. Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
12	0	0	0	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
12	0	0	0	0

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)**4.1.3.1. Number of classrooms and seminar halls with ICT facilities**

Answer before DVV Verification : 29

Answer after DVV Verification: 29

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

4.1.4.1. Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
252.39	774.57	387.76	320.39	580.68

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
252.39	774.57	387.76	320.39	580.68

4.2.2 The institution has subscription for the following e-resources

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books
5. Databases
6. Remote access to e-resources

Answer before DVV Verification : B. Any 3 of the above

Answer After DVV Verification: B. Any 3 of the above

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

4.2.3.1. Annual expenditure of purchase of books/e-books and subscription to journals/e-journals year wise during last five years (INR in Lakhs)

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
3.92034	5.48512	4.34826	1.06049	0.34772

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
3.92034	5.48512	4.34826	1.06049	0.34772

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

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

Answer before DVV Verification : 54

Answer after DVV Verification: 54

4.3.3 **Bandwidth of internet connection in the Institution**

Answer before DVV Verification : A. 750 MBPS

Answer After DVV Verification: A. 750 MBPS

4.4.1 **Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)**

4.4.1.1. **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
15.76062	28.21036	19.26991	16.16392	15.21633

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
15.76062	28.21036	19.26991	16.16392	15.21633

5.1.1 **Average percentage of students benefited by scholarships and freeships provided by the Government during last five years**

5.1.1.1. **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1	0	3	7	9

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1	0	3	7	9

5.1.2 **Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years**

5.1.2.1. **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government**

schemes for reserved categories)

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
23	11	3	15	12

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
23	11	3	15	12

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

1. **Soft skills**
2. **Language and communication skills**
3. **Life skills (Yoga, physical fitness, health and hygiene)**
4. **ICT/computing skills**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: A. All of the above

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years**5.1.4.1. Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1781	567	535	169	34

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1781	567	535	169	34

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Answer before DVV Verification : A. All of the above

	Answer After DVV Verification: A. All of the above																																								
5.2.1	<p>Average percentage of placement of outgoing students during the last five years</p> <p>5.2.1.1. Number of outgoing students placed year - wise during the last five years. Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>109</td> <td>71</td> <td>88</td> <td>85</td> <td>69</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>109</td> <td>68</td> <td>85</td> <td>85</td> <td>69</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	109	71	88	85	69	2020-21	2019-20	2018-19	2017-18	2016-17	109	68	85	85	69																				
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109	71	88	85	69																																					
2020-21	2019-20	2018-19	2017-18	2016-17																																					
109	68	85	85	69																																					
5.2.2	<p>Average percentage of students progressing to higher education during the last five years</p> <p>5.2.2.1. Number of outgoing student progression to higher education during last five years Answer before DVV Verification : 712 Answer after DVV Verification: 712</p>																																								
5.2.3	<p>Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)</p> <p>5.2.3.1. Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, etc.)) year-wise during last five years Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>17</td> <td>30</td> <td>12</td> <td>6</td> <td>4</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>17</td> <td>30</td> <td>12</td> <td>6</td> <td>4</td> </tr> </tbody> </table> <p>5.2.3.2. Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>28</td> <td>42</td> <td>21</td> <td>12</td> <td>14</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>28</td> <td>42</td> <td>21</td> <td>12</td> <td>14</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	17	30	12	6	4	2020-21	2019-20	2018-19	2017-18	2016-17	17	30	12	6	4	2020-21	2019-20	2018-19	2017-18	2016-17	28	42	21	12	14	2020-21	2019-20	2018-19	2017-18	2016-17	28	42	21	12	14
2020-21	2019-20	2018-19	2017-18	2016-17																																					
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28	42	21	12	14																																					

28	42	21	12	14
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5.3.1 **Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.**

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
7	3	11	21	4

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
7	3	11	21	4

5.3.3 **Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)**

5.3.3.1. **Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
27	93	60	103	63

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
27	93	60	103	63

5.4.2 **Alumni contribution during the last five years (INR in lakhs)**

Answer before DVV Verification : E. <1 Lakhs

Answer After DVV Verification: E. <1 Lakhs

6.2.3 **Implementation of e-governance in areas of operation**

1. **Administration**
2. **Finance and Accounts**
3. **Student Admission and Support**
4. **Examination**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: A. All of the above

6.3.2 **Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years**

6.3.2.1. **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
3	9	3	1	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
3	9	3	1	0

6.3.3 **Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years**

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
9	2	1	2	2

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
9	2	1	2	2

6.3.4 **Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).**

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
3	18	0	0	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
3	18	0	0	0

6.5.3	<p>Quality assurance initiatives of the institution include:</p> <ol style="list-style-type: none"> 1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements 2. Collaborative quality initiatives with other institution(s) 3. Participation in NIRF 4. any other quality audit recognized by state, national or international agencies (ISO Certification, NBA) <p>Answer before DVV Verification : C. 2 of the above Answer After DVV Verification: C. 2 of the above</p>
7.1.2	<p>The Institution has facilities for alternate sources of energy and energy conservation measures</p> <ol style="list-style-type: none"> 1. Solar energy 2. Biogas plant 3. Wheeling to the Grid 4. Sensor-based energy conservation 5. Use of LED bulbs/ power efficient equipment <p>Answer before DVV Verification : A. 4 or All of the above Answer After DVV Verification: A. 4 or All of the above</p>
7.1.4	<p>Water conservation facilities available in the Institution:</p> <ol style="list-style-type: none"> 1. Rain water harvesting 2. Borewell /Open well recharge 3. Construction of tanks and bunds 4. Waste water recycling 5. Maintenance of water bodies and distribution system in the campus <p>Answer before DVV Verification : A. Any 4 or all of the above Answer After DVV Verification: A. Any 4 or all of the above</p>
7.1.5	<p>Green campus initiatives include:</p> <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. landscaping with trees and plants <p>Answer before DVV Verification : A. Any 4 or All of the above Answer After DVV Verification: B. 3 of the above</p>

7.1.6	<p>Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:</p> <ol style="list-style-type: none"> 1. Green audit 2. Energy audit 3. Environment audit 4. Clean and green campus recognitions / awards 5. Beyond the campus environmental promotion activities <p>Answer before DVV Verification : A. Any 4 or all of the above Answer After DVV Verification: A. Any 4 or all of the above</p>
7.1.7	<p>The Institution has disabled-friendly, barrier free environment</p> <ol style="list-style-type: none"> 1. Built environment with ramps/lifts for easy access to classrooms. 2. Divyangjan friendly washrooms 3. Signage including tactile path, lights, display boards and signposts 4. Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading <p>Answer before DVV Verification : A. Any 4 or all of the above Answer After DVV Verification: A. Any 4 or all of the above</p>
7.1.10	<p>The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.</p> <ol style="list-style-type: none"> 1. The Code of Conduct is displayed on the website 2. There is a committee to monitor adherence to the Code of Conduct 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized <p>Answer before DVV Verification : A. All of the above Answer After DVV Verification: A. All of the above</p>

2.Extended Profile Deviations

ID	Extended Questions				
1.1	Number of courses offered by the Institution across all programs during the last five years				
Answer before DVV Verification:					
2020-21	2019-20	2018-19	2017-18	2016-17	
356	326	296	294	279	
Answer After DVV Verification:					
2020-21	2019-20	2018-19	2017-18	2016-17	
356	326	296	294	279	

1.2 **Number of programs offered year-wise for last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
18	16	13	13	12

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
18	16	13	13	12

2.1 **Number of students year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
2074	1841	1652	1557	1384

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
2074	1841	1652	1557	1384

2.2 **Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
252	215	173	146	137

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
252	215	173	146	137

2.3 **Number of outgoing / final year students year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
584	580	513	470	413

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
584	580	513	470	413

3.1	<p>Number of full time teachers year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="196 271 986 383"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>73</td> <td>66</td> <td>60</td> <td>59</td> <td>50</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1" data-bbox="196 461 986 573"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>72</td> <td>65</td> <td>59</td> <td>58</td> <td>50</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	73	66	60	59	50	2020-21	2019-20	2018-19	2017-18	2016-17	72	65	59	58	50
2020-21	2019-20	2018-19	2017-18	2016-17																	
73	66	60	59	50																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
72	65	59	58	50																	
3.2	<p>Number of sanctioned posts year-wise during last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="196 734 986 846"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>76</td> <td>73</td> <td>66</td> <td>64</td> <td>54</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1" data-bbox="196 925 986 1037"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>75</td> <td>72</td> <td>65</td> <td>63</td> <td>54</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	76	73	66	64	54	2020-21	2019-20	2018-19	2017-18	2016-17	75	72	65	63	54
2020-21	2019-20	2018-19	2017-18	2016-17																	
76	73	66	64	54																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
75	72	65	63	54																	
4.1	<p>Total number of classrooms and seminar halls</p> <p>Answer before DVV Verification : 60</p> <p>Answer after DVV Verification : 60</p>																				
4.2	<p>Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="196 1361 986 1473"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>508.698</td> <td>1146.471</td> <td>685.708</td> <td>618.983</td> <td>865.228</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1" data-bbox="196 1552 986 1664"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>508.698</td> <td>1146.471</td> <td>685.708</td> <td>618.983</td> <td>865.228</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	508.698	1146.471	685.708	618.983	865.228	2020-21	2019-20	2018-19	2017-18	2016-17	508.698	1146.471	685.708	618.983	865.228
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4.3	<p>Number of Computers</p> <p>Answer before DVV Verification : 235</p> <p>Answer after DVV Verification : 263</p>																				