



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	MES KALLADI COLLEGE
• Name of the Head of the institution	A.M. Shihab
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04924-222377
• Mobile no	8078462377
• Registered e-mail	principal@meskc.ac.in
• Alternate e-mail	iqac@meskc.ac.in
• Address	MES KALLADI COLLEGE, MANNARKKAD COLLEGE P.O, PALAKKAD (DISTRICT) KERALA PIN 678583
• City/Town	Mannarkkad
• State/UT	Kerala
• Pin Code	678583
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	Grants-in aid				
• Name of the Affiliating University	University of Calicut				
• Name of the IQAC Coordinator	Dr. Haseena V.A				
• Phone No.	04924-222377				
• Alternate phone No.	9746985096				
• Mobile	9400172854				
• IQAC e-mail address	iqacmeskc@gmail.com				
• Alternate Email address	economicsasmabi@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	http://meskc.ac.in/				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://meskc.ac.in/academic-calendar/				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	82.50	2004	16/02/2004	16/02/2009
Cycle 2	A	3.20	2013	05/01/2013	04/01/2018
Cycle 3	A+	3.32	2019	18/10/2019	17/10/2024
6.Date of Establishment of IQAC	06/07/2004				
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NIL	NIL	NIL	NIL	NIL	
8.Whether composition of IQAC as per latest NAAC guidelines	Yes				
• Upload latest notification of formation of	View File				

IQAC		
9.No. of IQAC meetings held during the year	8	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
Chalked out faculty development programmes for teaching and non-teaching staffs		
Initiated efforts to introduce new courses		
Recommendation for more research centers		
Incentives for teachers for the promotion of research		
Strengthened research promotion council to increase the article publications in UGC care listed journals		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		

Plan of Action	Achievements/Outcomes
More number of courses	Three new additional course have implemented
Research publication	More number of UGC Care listed and Scopus indexed articles in journals
More MOUs	New MoU signed
Skill development programmes	Additional Skill Development Programmes have implemented
More Innovative Certificate Courses	Certificate courses introduced
Innovative faculty development programmes	Some faculty development programmes have introduced
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
College Council	15/03/2022
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2020	23/01/2020

Extended Profile

1. Programme

1.1

616

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

File Description	Documents
Data Template	View File

2.Student2.1 **3132**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 **1320**

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

File Description	Documents
Data Template	View File

2.3 **839**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic3.1 **110**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 **110**

Number of sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	616
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	3132
File Description	Documents
Institutional Data in Prescribed Format	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	1320
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	839
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	110
File Description	Documents
Data Template	View File

3.2	110
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	78
Total number of Classrooms and Seminar halls	
4.2	111.63
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	240
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

MES Kalladi College, Mannarkkad is an affiliated advanced institution and it follows the curriculum designed by University of Calicut. At the beginning of every academic year, the college designs an academic calendar to chart out and implement the curriculum and syllabus using various techniques and methods. The academic calendar strictly adheres to the college's vision, mission and objectives. As per the University calendar, the Staff council prepares the time table and schedule of each semester and course including all the curricular and co-curricular programmes of a year like PTA meetings, internal examinations, annual/semester-wise programmes of the departments and field visits or study tours etc.

At the outset, the college disseminates the syllabus of each course to the concerned departments in the form of a well-organized diary. The faculties of each department under the leadership of the head discuss the syllabus and make plans for the

whole semester. Heads of the departments convene department meetings to discuss various academic matters like handling and completing the syllabus within stipulated time. The departments have the provision of suggesting and ordering new books to the library as reference titles with the concern and consent of the principal and authorities.

Apart from the traditional methods of lecturing, teachers effectively make use of digital and ICT tools, especially for the online classes, with innovative and participatory methods of teaching like group discussions, PPT Presentations, assignments, seminars, workshops, field visits, projects and laboratory experiments. Various webinars and Invited lectures by distinguished scholars and retired members of the faculty are held regularly so that the students are facilitated to benefit from their experiences, expertise and exposures.

The college is regularly updated with circulars, letters and emails from the university and other institutions regarding the curricular and extra-curricular programmes for students, which can make the students work towards the integrity and development of the community and wellbeing of the society and thereby the fostering inter-connectedness, kinship and eco-justice among the people are ensured.

The NSS and NCC units of the college are working well and contribute immensely, extending hands to the varied sections of society and the needy, with a variety of activities and programmes every year. The successful and active involvement of industry, research bodies and the university are crucial to improve curriculum to make it demand oriented, and for the development of skill-based education. The Value added and certification programmes in various disciplines and topics are introduced by the departments every year to promote the skill development of the students.

Extension activities is a source of energy for the student folk. It works well by providing various relevant topics to students that are beyond the classroom or textbook study to reinstate their individual and creative and thinking capacities. Students are encouraged to participate in all academia related intercollegiate competitions and co-scholastic competitions; be it poster designing, collage, model making, quiz, technology related competitions, debates, interdisciplinary sessions, marketing competitions or other allied competitions.

For the support of the Slow learners, in addition to the Government funded SSP (Scholar Support Programme) Remedial and bridge coaching classes are provided. To promote and motivate the advanced learners, internal and external mentoring on various relevant topics, career orientation programmes, Motivational visit to reputed science, technological and research institutions and industries are conducted as part of New Initiatives of the Higher Education department under the Government funded WWS (Walk with a Scholar) programme. Unfortunately, the college couldn't provide SSP, WWS programmes for this academic year due to Covid-19, and the classes were online.

All the courses, both UG and PG are following Choice-Based Credit System (CBCS). The courses are offered both in the aided and self-supporting streams. There are 27 inter /multidisciplinary programmes currently running in the college.

The college records feedback from the students on the curriculum, its relevance, the teaching and learning infrastructure, quality of teachers, job opportunities and they are analysed and remedial measures were initiated to improve the whole system. The feedback is being obtained in a confidential manner to ensure utmost accuracy and sincerity so that students give their free and fair evaluation.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://meskc.ac.in/students/student-support/

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

Before the commencement of every semester, the faculty members of each department prepare an academic calendar, based on the calendar prepared by the affiliating University. This particular academic calendar includes the dates for internal examinations, seminars, workshops, invited talks, add-on programmes and other cocurricular and extra-curricular activities. The course outline containing class timetable, semester plan and syllabus are given to all the students along with the academic calendar. It is also published in the college website and Moodle platform. The internal examinations are conducted in the University examination pattern,

adhering to the academic plan. The answer scripts of the internal tests are returned to the students within a week and the answers are discussed in the class, so that the students can understand and incorporate the mistakes they made. IQAC periodically monitors the adherence of the academic calendar for conducting the internal evaluation such as coverage of syllabus, model of question papers and evaluation of the answer sheets. After each internal examination, a progress report is prepared and sent to the parents. The report contains the marks of internal test. Remedial measures for the weak and needy students are taken accordingly as part of the Remedial Coaching of the concerned department.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://meskc.ac.in/academic-calendar/

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

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

23

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

1116

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

1.3 - Curriculum Enrichment

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

The college integrates all the socio-cultural and crosscutting issues into the very curriculum through the syllabus designed by the university and the programmes organized by the college. Apart from the teaching learning activities, the college gives emphasis to all other developments outside the campus and society.

There are programmes which problematize the professional ethics and rules to be abided by the professionals. Truth and integrity are being encouraged through these programmes. Monitored by IQAC, the college has conducted talks and seminar/webinars on Intellectual Property rights and faculty development programmes.

The college upholds the importance of human values and humanitarian concern in all its programmes and policies. The NSS and NCC units of the college are always at service for the society and the country. There were so many undertakings under these committees which focused on the need of sharing humanitarian love and care to the needy in the society.

Likewise, the extension cell of the college Jalakam, conducts extension activities for the betterment of the public and the society. The annual college magazine discussed mainly the social issues of the nation in particular and other issues through literary writings in general. Women's Cell of the college works for the safety and welfare of the women folk in the campus including girl students. Forestry Club, Bhoomithra Club, Green Campus initiative etc are working for sharing the ideas on the conservation of nature and greenery.

Apart from these club and cell activities, the syllabi of almost all the courses discuss these matters in detail in the form of chapters, poems, stories, essays, films, assignments etc.

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

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

13

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

991

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	http://meskc.ac.in/feedback-report/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://meskc.ac.in/feedback-report/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1228

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

1228

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

College assesses the learning levels of the students through mid-semester exam, end semester exam, class tests, presentations etc. on regular basis. Each department organizes online class

separately for both advanced learners and slow learners during the Covid 19 pandemic period and assigns differentiated assignments, presentation, seminar etc based on levels of the students. This practice is initiated as a part of blended learning system for the students having different learning capabilities. Tutorial classes are also conducted for the slow learners.

Government aided programmes like Walk With a Scholar (WWS), a scheme proposed to arrange specialized mentoring programs for students in Under Graduate Programs in Arts, Science and Commerce and Scholar support programme (SSP), a scheme implemented by Govt. of Kerala for the benefit of students who are academically weak used to conduct in the college to get more opportunities to advanced learners and slow learners respectively. The institution couldn't conduct these programmes in the academic year 2020-21 as the government has ceased the funding for these programmes due to the Covid 19 pandemic situation.

File Description	Documents
Paste link for additional information	http://meskc.ac.in/students/student-support/
Upload any additional information	View File

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

Number of Students	Number of Teachers
3132	110

File Description	Documents
Any additional information	View File

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

The college plays a significant role in inculcating experiential and participating learning experience for their students. Real time laboratory training is provided to the students of different courses in the science departments. In social sciences, students used to plan and conduct surveys on different topics which are depending upon the study requirements. Moreover, students also

get an opportunity to prepare projects reports based on various surveys. Department of Psychology conducts counseling session to students and always organizes various programmes which improve mental health. Department of Chemistry organizes workshop for the students on how to prepare a solvents and sanitizers. Departments such as Commerce, Botany, History conduct field work to collect the original data from the respondents. Commerce department used to organize the industrial visit and internships understand and bridge the gulf between theory and practice. Department of Arabic and Islamic history engage students in translation works. Department of English engages their students in editing of various documents and manuscripts. Department of mass communication ensures students participation in the documentary editing and film screening. Department of Food technology engaged in the preparation of various food processing activities. Computer science department always engaged in the changing needs of digital needs such as making of software, block chain technologies etc. Department of physics has organized a practical session LED bulb making automatic sanitizer dispensers.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://meskc.ac.in/students/club-forum-cell/

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

In order to support the traditional learning process the institute always encourages to use the technology to enhance and promote quality of delivery in the teaching and learning process. All the classrooms have LCD projectors which will help the teachers to pinpoint the topics under study. Moreover, the students also get an opportunity to understand the concepts more clearly. Desktop, Laptops and printers have arranged in every faculty rooms and offices in the college. Photo copier machines and scanners have arranged in different offices in the colleges. The college has arranged 20 smart boards to assist the members of faculties in delivering the quality lectures. All the seminar halls and auditoriums are equipped with all the digital facilities such as online connectivity, camera and system. Further, the institute promote online platform for teaching learning process such as Google meet, Zoom, Microsoft Teams, Big Blue Button, Google Class

Room, Moodle etc. It helps the students to improve their learning skills and improve the teachers in delivering quality classes by sharing recorded videos and lecture notes. The institute has conducted quizzes and internal examination through Moodle platforms.

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

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

2.3.3.1 - Number of mentors

110

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

110

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

18

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

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

2.4.3.1 - Total experience of full-time teachers

773

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

2.5 - Evaluation Process and Reforms

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

Our institution follows a clear pattern prescribed by the university for Continuous Internal Evaluation (CIE) of both UG and PG students. Two internal examinations, seminar, assignment and attendance are the four criteria used for assessing the performance of UG and PG students. The final internal marks of the students are based on these criteria. In addition to the university evaluation measures our institution also follows various measures to improve the teaching learning process. Tutorial system is one of the significant improvisations in this regard. Under this system a batch of students are assigned to a

tutor and who is accountable for monitoring those students. The main objective of tutorial system is to boost the teaching learning system as an effective one. It also weeds out issues and problems of students. The college conducts two internal examinations for evaluating learning and understanding of the students in the subjects of study. Every teacher conducts timely valuation of answer scripts and categorizes the students according to their performance in the examinations. The classification aids the teacher to decide upon the remedial coaching required for the students overcome the problems that have occurred during the leaning process. Assignments, projects and seminars helps the teacher to evaluate the students and provides adequate measures such as academic leadership, blended and flipped leaning, effective classroom learning etc. to improve the capacities of the students. Further, it also helps the students in developing their critical thinking capacity. In this pandemic period year 2020- 21 institution conducted first internal examinations through online Google platforms. On September 2020 our institution started Moodle Learning Management System and conducted second internal examinations with including MCQ, short answer and essay questions by this new platform.

File Description	Documents
Any additional information	View File
Link for additional information	http://meskc.ac.in/internal-complaint-committee/grievance-redressal/

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

An Examination Cell is constituted in the college, comprising of a senior teacher as convenor and other teaching staff as members to handle the issue regarding the evaluation process. The college adheres strictly to the guidelines and rules of the affiliated university while conducting internals and semester examinations. Two internal tests are conducted during each semester, the time table for which is prepared well in advance and communicated to the students. After the evaluation of the internal assessment, answer scripts are given to the students to have an idea for their performance in the test. During the Covid Pandemic period, the college has conducted internal examinations in online mode, on Moodle platform in which the students are able to check their result instantly. The grievances are redressed and rectified in accordance with the gravity of the situation.

File Description	Documents
Any additional information	View File
Link for additional information	http://meskc.ac.in/internal-complaint-committee/grievance-redressal/

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.

The institution has stated learning outcomes (generic and programme specific)/graduate attributes which are integrated into the assessment process and widely publicized through the website and other documents. The college being affiliated to the University of Calicut is bound to follow the rules and regulations prescribed by the University. University has stated learning outcomes graduate attributes which are integrated into the assessment process in its syllabi that is clearly publicized through its website and other documents. The programme of study which is offered by different department is displayed in the Calicut University website. The syllabus of each programme has been detailed by the University which provides clear information about core courses, generic elective courses, fundamental courses, Project or Dissertation and also the learning outcomes of different programmes. The syllabus also provides information about scheme of instruction and evaluation. University has devised and revised all its educational programmes to equip students with discipline, knowledge, critical thinking, problem-solving ability, communication skills and digital capability to meet the changing situations. Each programme provides an opportunity for the students to opt from generic courses, which are offered to expand the knowledge of the students and to initiate them into inter disciplinary fields.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://meskc.ac.in/po-co-pso/
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Attainment of Programme outcomes, Programme specific outcomes and course outcomes are evaluated by the institution during the year. Our Institute, which is affiliated to University of Calicut offers Under Graduate, Post Graduate and Research programs and courses under the Faculty of Arts, Commerce and Science. For these programs and courses, the institute followed the curriculum designed by our affiliated university. The attainment of programme outcomes, programme specific outcomes and course outcomes through semester exams conducted by the University and university sets the question paper to meet the Programme outcomes, Programme specific outcomes and course outcomes .The internal assessment conducted by the college based upon the regulation university through assignment, presentation, viva-voce exam, project, etc. After measuring attainment of POs, PSOs and COs, it has been observed that the strength of the students as well as passing percentage of the students is increasing progressively. Besides, students' progression to the higher studies that is from Under Graduate to Post Graduate seems to be increasing consistently and rapidly in the last five years. In a similar way, the ratio of students' placement is also increasing. We took utmost care of measuring the level of attainment of POs, PSOs and COs and followed formal as well as informal mechanism for the measurement of attainment of the outcomes. Even we took feedback from all the stakeholders in this respect and try to take necessary steps accordingly.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://meskc.ac.in/po-co-pso/

2.6.3 - Pass percentage of Students during the year

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

695

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	http://meskc.ac.in/feedback-report/

2.7 - Student Satisfaction Survey

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

<https://meskc.ac.in/sss/>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

8

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

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

MES Kalladi College has created an ecosystem for the post-graduate and graduate students to the exploration of their new ideas and sharing of knowledge with other like-minded in their areas of interest. Our institution has been registered as "PREMIER INSTITUTE" in the Young Innovators Programme (YIP Eco system) powered by Kerala Development and Innovation Strategic Council (K-DSIC) an advisory body constituted by the Government of Kerala. K-DISC aims at bringing out path-breaking strategic plans that reflect new directions in technology, product and process innovations, social shaping of technology, and creating a healthy and conducive ecosystem for fostering innovations in the state. Students with creative ideas approach the specialized teachers who are guiding them in their work and later their work is presented at the district level, regional level, and state level conducted by the government.

The institute has created an ecosystem for Research and Innovation

by recruiting & developing desirable human resource, taking initiative for creation & dissemination of knowledge and establishing state of the art infrastructure. The details are as under:1. Promoting Innovation: The College has created an Innovation & Entrepreneurship Development Cell (IEDC) and Institutional Innovation Council (IIC) for promoting innovation & entrepreneurship activities. The formation of IIC is as per the guidelines of MHRD & AICTE. Faculties had undergone Innovation Ambassador Training programme and Students are encouraged to present their innovative working project models & products through this platform.

2. The Research and Development Cell of MESKC inculcates research culture among the students and encourages for novel thinking. This platform provides an opportunity for the expression of academic talent and promotes interaction among academia. The faculty members are empowered to take up research activities utilizing the inherent skills. The Research and Development Cell of our institution to motivate the student and faculty members extends scopes to explore their new ideas in the field of research and development. It also helps to create a research culture among faculty members and students. The students and faculty are availing the facilities within the campus to carry out their research activities. The college has taken initiative steps towards developing an ecosystem for innovations and knowledge sharing methods such as;

- Wi-Fi throughout the campus
- Internet facility is available to students and staff.
- Computing facility is available and adequate licensed software is also available.
- Well furnished Seminar/Auditorium halls with a seating capacity of over 200/500 audience are available to conduct seminar/workshop, guest lectures, and discussion on technical paper/project presentations, cultural and screening of informative educational movies.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://meskc.ac.in/students/club-forum-cell/

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual

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

14

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards**3.3.1 - Number of Ph.Ds registered per eligible teacher during the year****3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year**

3

File Description	Documents
URL to the research page on HEI website	http://meskc.ac.in/research/research-facilities/
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year**3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year**

20

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

3

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

The college organizes a number of extension activities to promote institute- neighbourhood community to sensitize the students towards community needs. The students of our college actively participate in social service activities leading to their overall development. The college runs effectively National Service Scheme and National Cadet Corps Units. Through these units, the college undertakes various extension activities in the neighbourhood community.

NSS organizes a residential seven day camp in nearby adopted village and several activities were carried out by NSS volunteers addressing social issues which include Blood Donation Survey, Television Challenge, Mask Challenge, A hand to "new normal", Onam Kit, Palliative day, International education Day: Survey on learning status, Aydin - free tution, Forest day.

The NCC unit of the college aims at developing qualities of leadership, patriotism, maintaining discipline, character building, spirit of adventure and the ideal of self service. The NCC unit of the college organizes various extension activities as SSB Inspired Competitions, Blood Donation Camp, Armed forces flag day contribution and NCC Orientation Programme.

Other than NSS and NCC units, the various departments of the college is conscious about its responsibilities for shaping students into responsible citizens of the country by making students aware of social issues through various programmes like

QUIZ THE BEST, MAHATHMA, CORONA and CORONA VACCINE INFORMATION, Accounting Skill

Development Classes, Automatic Hand Sanitizer Dispenser, Electronic Workshop, Social impact of lockdown in Kerala: A Case study, Herbella- Video series on indigenous Medicinal plants, Bird around you, Plastic Pollution Awareness Programme, Kokedama, Online Tutition, Home work Assiatance, Hand sanitizer making workshop, one day webinar on Covid 19 Awareness, Intercollegiate essay competition on Pandemic Disease& Vaccination for both PG and UG students, Equip 21, Awareness on Online Learning -DTH & TV Donation.

All these mentioned activities have positive impact on the students and it developed student community relationship, leadership skill and self-confidence of students. It also helped in cultivating hidden personality of students and created awareness among students

File Description	Documents
Paste link for additional information	http://meskc.ac.in/students/club-forum-cell/
Upload any additional information	View File

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

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

15

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

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

community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

13

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

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

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

779

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

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

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

16

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

11

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution is located on the side of NH 966. Institution is spread around 22.93 acres of land. It meets adequate infrastructure for the academic extracurricular and administrative activities. The classrooms are spacious and well furnished. Enough lights, tubes are provided in the classes. Classrooms have spacious seating for 70 students and equipped with LCD for enhancing digital learning. Classes are provided green chalk board, lectern and public address system. Fully furnished and ICT enabled conference halls and seminar halls is available for the conduct of academic seminars and other programs. Well furnished auditorium with a seating capacity of 350 caters to public meetings and cultural activity. Fully furnished office is located

in the Main Block with proper internet connection. Good functioning front office is located on the entry point of Main Block.

The laboratories of Chemistry and Physics are DST-FIST funded. Chemistry department is having lab for water quality analysis, soil testing unit and rain water harvesting unit. Botany department maintains excellent botanical garden in front of the campus. Four computer labs with latest configuration and software with 50 MBPS Wi-Fi connection. Total Campus Solution Software by Meshi Logic has been installed for student details, attendance , TC etc. Uninterrupted power supply ensured by Generator and UPS in the labs , Seminar halls and classrooms.

Digital Camera and Digital Lectern is available in the campus for recording video lectures. Proper planned layout provides excellent student support. Canteen facilities , Co - operative store , safe drinking water facility, ladies retiring rooms, hostel for men and ladies are provided in the campus. Camera surveillance and service of security personnel provided to ensure safety and security of the students. Sanitary Napkins vending machine is provided in the campus. Ramps and lifts for differentially able are under construction. Health Club, Yoga Centre and Zumba Hall facilitates the fitness of the stakeholders. Creche, Prayer hall and ample parking facilities is made available in the campus. Excellent open air auditorium provides facility to conduct large audience programs. All department are provided with clean drinking water facility. The Institution ensures adequate facilities for effective teaching learning process.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://meskc.ac.in/infrastructure/

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

The institute has adequate facilities for sports, games and cultural activities. It has a multipurpose indoor stadium for indoor sports and games that include basket ball, volleyball, badminton and tennis. Facilities for outdoor sports and games include Football field, Cricket field, Volleyball court, Cricket net and Kho kho court.

Auditorium and Seminar Hall are extensively used for the conduct of academic and cultural programmes. Major cultural events are organised at the open auditorium. College has established a cultural committee including staff and student members to guide the students. The college will encourage students to participate in various college level, state level and national level competitions by providing financial support.

A well equipped Health club, Gymnasium, Yoga centre and Zumba hall facilitates both mental and physical fitness of the students and teachers.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://meskc.ac.in/infrastructure/physical-facilities/

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

74

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://meskc.ac.in/classrooms/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

111.63

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The library of M.E.S Kalladi College started functioning in the very first year of establishment in 1967, in the early years it housed in a room in the main block, in 1990 the library own an individual building. Now the library has total plinth area of 5700 square feet with centralized air condition. The library have a collection of 40528 books,40 subject journals, 12 Magzines and 6 newspapers.

The college has more than 2500 students with 115 faculty members. The library fully automated with RFID Technology, All members of the college library provided a RFID Tagged ID cards. It is the very first academic library in the district and third in the state with these facilities.

Through Institutional membership more than 6000+ e-journals and 31,35,000+ e-books can be accessed under the project entitled "National Library and Information Services Infrastructure for scholarly Content (N-LIST)" of INFLIBNET Centre, Ahemdabad.

E-learning area is equipped with 25 systems to access the e-resources. Knowledge resource centre has Wi-Fi connectivity which enables the users to use their own laptops within the library.

Facilities and services

- Latest and upgraded version of KOHA ILM software version 18.11
- RFID enabled Library
- Circulation, entry and exit of users and stock verification through RFID technology.
- E-learning facility with 25 systems and Wi-Fi access

- Web OPAC (Online Searching facility for students and teachers)
- E-Books- 40,00,000 and E-Journals 6000+ (INFLIBNET-NLIST)
- E-mail reminder for circulation due and renewal
- New Arrival display
- Photocopying, Printing and Scanning facility
- CCTV surveillance
- Career Corner: Exclusive collection of career oriented books and Journals
- Reading Corner: Exclusive literature collection in different languages such as English, Malayalam, Hindi and Arabic
- Faculty area: Special area for teachers
- General Reference area with laptop charging facilities and broad band connection
- Plagiarism checking service for Students, teachers and research scholars using URKUND software
- Selective Dissemination of Information (SDI) service: Teachers and research scholars can register their topic of interest in library; they will get personalised e-mail alerts about the new developments in their area.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://meskc.ac.in/library-2/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

1.71

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

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

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

28

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

4.3 - IT Infrastructure

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

Institution is well equipped in ICT infrastructure. Every classrooms contains LCD Projectors with screen. All class rooms also have speaker facility . All PG classes and UG Final year classes Interactive panels which makes learning more convenient. Students benet a great deal as it enhances collaboration and invites more interaction with lessons. Total of 20 interactive panels are used in the institution. 5 computer lab facilities are available in the campus which is accessible all teachers and students. All labs have LAN facility. Wi-Fi facilities are also provided to students in the classrooms for dynamic interaction between teachers and students. Audiovisual Lab is also provided to the students to enhance all digital learning activities in the campus. The facilities like digital camera and digital lecterns are used to record e-learning contents. CCTV facility is available in the whole campus.

Examination rooms with surveillance camera facility is available in the campus.

Online Public Access Catalogue is available to the students through website. RFID(Radio Frequency Identification) is used in Library for door login and circulation. N-LIST subscription helps students and teachers to access e-journals and e-books.

An Office Automation tool TCS is used in office to manage students data and attendance. SMS alert facility is available to notify parents about absentees in the class.

Moodle is a Learning Management System (LMS) used for delivering course material. It is a web application that facilitates teachers to post course materials (such as documents, discussion boards, assignments, video and audio) online making them convenient and available to students around the clock. We started using Moodle for our online learning activities in September 2020.

All staff rooms and office have computer facility with printers, photocopier and scanners. Uninterrupted power supply is provided with 12 small capacity and 6 large capacity UPS and a generator of 35KWA.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://meskc.ac.in/infrastructure/it-facilities/

4.3.2 - Number of Computers

240

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

14.98

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

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

The college is in possession of large physical academic and support facilities. There is an established policy and clear guidelines for the maintenance and utilization of the facilities.

- The general planning of the college is supervised by a high power planning committee. The purchases are done according to the decisions of the purchase committee. The committee ensures that transparency and economy is assured in the purchases. For this state purchase manual and financial code is strictly followed. The digital solutions like tendering are also utilized for ensuring speedy, efficient and transparent procurements.
- The maintenance of the facilities are ensured through the participatory and coordinated functioning of all departments under the guidance of the various committees and with the aid of the supporting staff.
- The Building committee ensures the timely repair works of the buildings and infrastructure. Allocation of funds for the maintenance of the infrastructure of the college is earmarked in

the plan fund of the college by the directorate of collegiate education. Additional funds are mobilized from the PTA, Alumni and from other public sources. The state Public Works Department is assigned the technical supervision of the works. • Lab equipment are maintained by the respective departments Necessary repair works are managed by the supporting staff of the institution. Emergency repairs, if any, are undertaken with the help of PTA . •

Student and faculty support is another resource for the maintenance of the college facilities. NCC and NSS undertake necessary campus cleaning and beautification. A college beautification committee is monitoring the general beautification works. The faculty also assist the initiatives by motivating students and working together with them • Computer lab in the college which is frequented by the students for various service is well maintained with the generous financial assistance from College Development Council as well as PTA. It also operates with a substantial self generated financial resource. •A library committee under the guidance of the college librarian is committed to improving and updating the available library facilities. The library improvement is well supported by the work of faculty members and students. • Sports equipments for players are provided. The infrastructure is maintained with the help of faculty members and students. • Sports equipment's are purchased each year using the sports fee collected from the students during admission and the Athletic fund reserved for the purpose. The state government also contributes substantially towards this purpose. • There is also an effective yearly audit system to check the furniture, lab equipment's, ICT tools, and other stock in the college. • The quality and performance of the infrastructure is ensured with the help of external quality assurance agencies like KELTRON, state PWD etc. • The maintenance of the hostel facilities are generally supported by student initiatives. There is also strong assistance from the part of Alumni organizations and peoples representatives.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://meskc.ac.in/sop/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

954

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

2250

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	http://meskc.ac.in/students/club-forum-cell/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

196

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

196

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

17

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

248

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

8

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

5.3 - Student Participation and Activities

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

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

87

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

Students are the most critical stakeholders in our institution and the college management strongly believes in building an ecosystem where the student community is given representation to share their

views in the development of the institution. We are blessed with a very dynamic student community and their active participation in all curricular and co-curricular activities.

Presence of an active Student Council for representing students on academic and administrative bodies/committees of the institution. An institution's growth is primarily dependent on the overall development of the scholars. An elected Student Union is the main student body that represents the student community. The College follows the parliamentary mode of election in compliance with the University statutes and regulations in this regard. Due to the corona pandemic election was not conducted for the year 2020-21 and the college management decided to give an extension for the last year's student union for the current year also. The Student Council consists of seven number of elected members such as Chairperson, Vice-Chairperson, General Secretary, Joint Secretary, Fine Arts Secretary, General Captain, and Student Editor. There is also a student's dean and an advisor to the student union. In addition to this, there will be two University Union Councilors who represents the institution in the University to which this institution is affiliated. In all clubs and committees, there are student coordinators. Student representatives are also present in IQAC, Grievance management cell and Anti Ragging Cell, SC/ST Cell, Women Cell, and the like. The student wing of IOAC is very active and joints hands in the overall development of the institution. They are keen in collecting feedback from students to evaluate the overall response of students.

The activities of student council are:- •All departments conduct their association day joining hands with the elected association leader of the department • Student union celebrates major festivals and observes national and international days of importance. • Student Council raises funds to support their friends who need financial backing.

Our students have won numerous achievements in sports activities with two national achievements in wrestling and the high jump. National Service scheme students helped the financially backward children by providing the study materials.

NCC students have started a Covid Vaccine Registration Help Desk through which a number of people benefited to book their vaccine.

The College union has taken a commendable effort to release the College Magazine "Athmavile Ochpadukal"

Due to Corona Pandemic, various inter departmental competitions have been conducted on the online platform:

File Description	Documents
Paste link for additional information	http://meskc.ac.in/students/club-forum-cell/
Upload any additional information	View File

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

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

17

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

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

Our institution is blessed to have a very active alumni association which joins hands with the management and faculty for various quality and quantity enhancement programs. Alumni of MES Kalladi College assures the fostering of friendly cooperation between present and past generation of our students there by enhancing the betterment of the institution. Annual alumni meet conducted on 2017 December 2015 approve the bye-law regarding the registration of alumni association. The general alumni is registered under the societies act of 1860 with No. PKD/CA/101/2019 and is committed to renewing the registration as per rules. Every year each department conducts an alumni meet.

Notifications, press release, and social media platforms are used to share information regarding the meeting of the Alumni association. The office bearers of general alumni association is elected for a team of 2 years. Departmental associations, batch associations and chapters in various foreign countries are components of the alumni association. Even though due to the covid pandemic situation the institution could not organize alumni meetings, many alumni groups have organized online meetings and get-togethers. During this period various alumni groups contributed to relief activities like providing sanitizers, masks glows, etc. The works of Kalladians, the UAE chapter of alumni deserves special mention.

File Description	Documents
Paste link for additional information	http://meskc.ac.in/alumni/
Upload any additional information	View File

5.4.2 - Alumni contribution during the year E. <1Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

MES Kalladi College Mannarkkad was established as the first Aided College of MES in 1967. Currently it offers 17 Under Graduate Programmes (10 in Aided Sector and 7 in Self-financing Sector), 9 Post Graduate programmes (8 in Aided and 1 in Self-financing), an integrated program and 2 Research Centres. Muslim Educational Society (MES) had its foundation in 1964 under the guardianship of the visionary, Late Dr. P. K. Abdul Gafoor. From its humble beginning, MES has become one of the excellent educational agencies in Kerala and has an international presence with a network of Secondary and Higher schools, Arts and Science colleges, Engineering Colleges, Medical College and other institutions. MES Kalladi College Mannarkkad is situated 2 km away from Mannarkkad town on the side of Kozhikkode- Palakkad National

Highway.

VISION

All-inclusiveness, integrity, promotion of equity, social justice and scientific temper.

MISSION

To set and nurture a path for catering to the educational needs leading to empowerment of underprivileged sections to face the challenges of time and change. Inculcating social commitment for the cause of value based higher education, nation building and universal brotherhood.

File Description	Documents
Paste link for additional information	http://meskc.ac.in/about-us/vision-and-mission/
Upload any additional information	View File

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

The institution has an effective strategy for delegating authority and providing operational autonomy to all academic departments, clubs and associations to work towards decentralized governance. Governing body headed by the Principal, Staff Council and IQAC formulate working procedures and delegates the academic and operational decisions. HODs along with faculties are empowered and given freedom to take decisions for the constructive growth of the Department.

All co-curricular and extension activities are planned and executed by the coordinators of different clubs and forums. HODs take independent decisions on finalization of academic calendar, finalising the schedule of internal assessment, field visit, organizing departmental workshops, seminars etc. The different committee members in charge of organizing various events take independent decisions on the schedule of the event.

The planning committee independently collects information from various departments regarding the academic and infrastructure requirements of the coming academic year and make independent

decisions in consultation with the principal and the finance committee. Financial empowerment is provided to the HODs and Library committee to take decision on purchase up to a certain amount. IQAC is empowered to take decisions on quality improvement of the institution and making purchase decisions on ICT and related services as necessary.

The institution promotes participative management by forming different committees. These committees involve the staffs and students. Committees are constituted annually and duties are assigned to faculty. All faculties are made part of different committees. Committee coordinators are nominated on a rotational basis. Students Union under the guidance of a Staff Advisor, coordinates the literary and cultural activities of the College.

After the introduction of new programs in the college, a tremendous increase was there in student and faculty strength. This growth led the Management to plan for a restructuring of the organizational structure with emphasis on decentralization and participative management as that would ease the administrative pressure on the principal, aid quicker decision making and instil a sense of belonging among the faculty. So, from 2013 onwards, a new administrative duty of Student Dean was allotted to any one of the senior faculty. This post/ duty takes the second position in the hierarchy of the organizational structure.

Student dean assists the principal in smooth functioning of the institution by helping in all matters related to the students. All the decisions of the principal related to the student's matters are implemented by the student dean. The dean is responsible for the student related matters on the campus. The dean interacts with the student community and other stakeholders when needed. In consultation with the principal, the student dean draws up the schedule for the admission process. The student dean interacts with the mentors of classes regularly, counsels them and allots responsibilities as per the direction of the principal. The various intercollegiate activities and college events are planned by the student dean.

The institution has also formed Student Quality Circle (SQC), which is an interface between the students and the IQAC. The SQC collects information from students on various academic and administrative matters and provides constructive suggestions for improvements to the IQAC.

File Description	Documents
Paste link for additional information	http://meskc.ac.in/about-us/organization-structure/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution has a strategic plan that was deployed effectively through IQAC. The IQAC is in charge for framing the strategic plan and monitoring the overall progress of the implementation of the perspective plans. The recommendation made by the NAAC peer team members based on their last visit to the institution are also taken into consideration during the formulation of the strategic plan. Based on the financial projection and resource availability, the institution has identified two main thrust areas this year in the perspective plan. This includes a faculty development programme plan and well fare oriented program plan for nonteaching staffs. Both were conducted successfully.

Our institution is committed to the pursuit of excellence in the field of education. To ensure it, perspective plan of the institution has created quality policy, so as to cater the demands of India's human resource development. This includes conducive smart learning ambience, student-centric activities, creating a culture of total quality as a way of life etc.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://meskc.ac.in/about-us/quality-policy/strategic-plan/
Upload any additional information	View File

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

1. College Managing Committee

The governance and the management of the college are anchored in the principles of Muslim Educational Society which is one of the largest minority educational societies in Kerala. The college has a distinct Vision, Mission and Objectives. The institution is governed by the College Managing Committee.

2. Principal

The Principal is the chief executive and the Chief Academic officer of our college. All the meetings of the college are conducted under his leadership. He is responsible for managing the major administrative tasks and supervising all students and teachers.

3. Staff Council

The Staff Council is constituted for the academic year as per the Statute (Chapter 23, item 20) of Calicut University. The College Council is a statutory body comprising the Principal, all HODs, the Librarian, the senior superintendent and two elected representatives of the teaching staff. This is the supreme body of the college, which takes all important decisions, regarding the functioning of the college. The College Council meets periodically and whenever there are any urgent issues to be sorted out. Service rules are as per KSR norms of the Government of Kerala.

4. IQAC

An Internal Quality Assessment Cell functions in the college to ensure the planning and effective implementation of programmes charted out for every academic year, and to prepare the AQAR.

5. Controller of Examination

The Controller of Examinations monitors all activities related to conduct of end semester examinations, preparing the question bank, preparing the panel of examiners and question paper setters, organising and monitoring the valuation camp for the valuation of scripts and publication of results, and addressing the grievances if any, in a fair and just manner.

6. Grievance Redressal Mechanism

Students with grievances can directly approach the Principal, Head of Department, Class Teacher, Tutor, or any faculty. A full-fledged grievance redressal cell looks into grievances/ complaints

raised by stakeholders. Grievances related to internal assessment, if any, are handled by departmental and institutional examination redress committees. The Discipline committee and Anti - Ragging committee are also constituted to look into any grievances concerned. The Staff Association headed by elected representatives brings general grievances of the faculty and staff to the attention of the Principal. The faculty and staff can directly approach the Heads or the Superintendent and the Principal with personal or professional grievances. The Manager meets the faculty & staff and holds discussions with them occasionally.

7. Recruitment & Promotion Policy

The College adheres to government policies and University and UGC guidelines on appointment and promotion of the faculty & staff. Vacancies are notified well in advance, in prominent dailies, and interviews conducted by a panel of experts, comprising the Manager, Principal, Subject Expert, Government Nominee and University Nominee, Management Representative as per the directives of the University. Guest faculty are recruited in accordance with Government Rules. Merit is given due weightage above all other considerations. Promotions are given to staff. PTA helps the college management in the smooth functioning of the institution and also collects funds for projects, programmes and infrastructure.

File Description	Documents
Paste link for additional information	https://meskc.ac.in/about-us/administrative-staff/
Link to Organogram of the institution webpage	https://meskc.ac.in/about-us/organization-structure/
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

(i)Teaching Staff

Sl No

Welfare Scheme

1

SLI (State Life Insurance), GIS (Group Insurance Scheme) and GAIS (Group Accident Insurance Scheme) for permanent teaching staff under Government of Kerala

2

GAIS (Group Accident Insurance Scheme) for Adhoc faculty members started with full funding from management

3

Staff Association Fund, Staff welfare Cooperative society and Staff welfare fund

4

Salary advance facility by PTA and management (In case of any inadvertent delay in salary payment)

5

Maternity and Paternity leave

6

Casual leave of 15 days for permanent faculties and 10 days for faculties under self-financing streams

7

Duty leaves for attending training/refresher/orientation courses, seminars, workshops etc.

8

PF (Provident Fund) facility

9

ESI (Employees State Insurance)

10

Day Care Facilities are available for taking care of children of staff

11

Hostel facilities

12

Canteen facilities.

13

The co-operative store is available in the campus to cater the needs of faculties

14

Separate Car parking facilities are available for staff

15

Staff recreation room

16

Staff association headed by a staff secretary

17

Staff Club

18

'Juda-e-shyam' - Family get together of faculties

19

Best performing staff are given a special award in every academic year

20

Retiring staff is given a token of appreciation in functions organized by the college

21

A credit society is functioning in the college and offers loans to teaching staffs

22

Cycle facilities for staff to travel inside the campus - ensuring healthy life style and pollution control

23

Staff meetings to share views on various requirements of the campus.

24

Zumba hall for faculties

25

Staff tour conducted on behalf of the staff club

(ii) Non-Teaching Staff (NTS)

Sl No

Welfare Scheme

1

SLI (State Life Insurance), GIS (Group Insurance Scheme) and GAIS (Group Accident Insurance Scheme) for permanent non-teaching staff under Government of Kerala

2

Admissible leave is allowed for permanent non-teaching staffs

3

Staff welfare Cooperative society and Staff welfare fund

4

Salary advance facility (In case of any inadvertent delay in salary payment)

5

Maternity and Paternity leave

6

Casual leave of 20 days for permanent non-teaching staffs and 10 days of leaves for faculties under self-financing streams

7

PF (Provident Fund) facility

8

ESI (Employees State Insurance)

9

Day Care Facilities are available for taking care of children of non-teaching staff

10

Hostel facilities

11

Canteen facilities.

12

The co-operative store is available in the campus to cater the needs of non-teaching staffs

13

Separate Car parking facilities are available for NTS

14

Financial assistance and uniforms are given to the Security guards.

15

Retiring NTS is given a token of appreciation in functions organized by the college

16

A credit society is functioning in the college and offers loans to NTS

17

Cycle facility is available to NTS for travelling inside the campus - ensures healthy life style of staff and pollution control inside the campus

18

Non-teaching staff meetings are conducted to share views on various requirements of the campus.

File Description	Documents
Paste link for additional information	https://meskc.ac.in/about-us/administrative-staff/
Upload any additional information	View File

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

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

4

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

1

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

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

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

23

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

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

The institution has a Performance Appraisal System for the teaching and non-teaching staff. For the teaching staff, a 360-degree performance Appraisal System is in a place where feedback is taken about every faculty in the form of self-feedback, peer feedback, feedback from students and feedback from the management. The data is compiled and the report is created by online software and the competency score and the complacency score is also calculated for every faculty. The report is forwarded to the management by the IQAC and appropriate actions are taken as necessary. The faculties of the aided section also maintain CAS API for the performance appraisal and the same is used for the promotion. In addition, the institution also maintains an internal performance appraisal API for monitoring the performance of the faculties and non-teaching staff. The API report for every faculty is reviewed on an annual basis and appropriate actions are taken as necessary. The following faculties have successfully completed their API verification under the CAS norms and regulations of UGC and University of Calicut, same have been sanctioned by the University for the I Stage to II Stage of Assistant Professor AGP 6000 to 7000.

Student evaluation on teachers: A computerized teacher assessment of students is implemented by IQAC to evaluate the performance. The Principal analyses the evaluation report and hands over the report to the concerned teacher.

Self-Appraisal Form for teachers: It is compulsory for every teacher to furnish the self-appraisal form / API which provides the annual performance of teachers which include curricular, co-curricular, and extracurricular as well as research activities every year. The Self-appraisal form is then reviewed by the Principal and IQAC. Management also conducts performance review meetings regularly.

Monthly Report: Monthly report is prepared by the Heads of the Departments contains all the departmental activities including portions covered by each teacher as well as achievements of students and faculty. This is regularly reviewed by the Principal.

Academic Monitoring System: By using the academic monitoring system by the Principal, Teaching and learning system of the faculties have been improved.

Monitoring Committee for Teacher Profile: in each year academic year, Monitoring Committee, which is a part of IQAC, evaluates the

Teacher Profile prepared by individual faculty. apart from this, The Committee also suggest measures to improve teacher quality. Recommendations and suggestions are also given for further improvement.

Evaluation by Management: Special care and attention have been taken by management to evaluate the departmental activities. Regular Staff meeting, as well as Department meeting, is arranged with then Management. Annual performance appraisal interview of Self-Financing staff is also conducted.

Performance Appraisal for non-teaching staff: Self-appraisal forms of Non-teaching staff is collected through which the Principal reviews their performance.

File Description	Documents
Paste link for additional information	http://meskc.ac.in/iqac/
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The Institution has a transparent and well-planned financial management system in which Government and Management are the main sources of funds. The institution has mechanisms of external and internal audit for both Government and Management accounts separately. Management is responsible for the preparation financial statement that give a true and fair view of the financial position. The responsibility includes design, implementation and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement due to fraud or error.

Audit of grants and funds sanctioned by Government/UGC:

There are three levels of audit for the grants and funds sanctioned by the Government/UGC. They are (1) Audit by a CA (2) Audit by DCE (3) Audit by AG

1. Audit by a CA (Chartered Accountant)

After a stipulated period of time, the accounts for all the grants and funds sanctioned by the Government/UGC are initially submitted to an external Chartered Accountant. The audit report issued by the auditor with utilization certificate and all necessary ratified accounts are submitted to the concerned sanctioned authorities.

2. Audit by DCE (Directorate of Collegiate Education)

The Directorate of Collegiate Education conducts annual audits. The audit team verifies all the financial documents related to the public funds utilized by college. After hearing the clarifications and corrections, the final accounts are settled.

3. Audit by AG (Accountant General)

The Accountant General, Kerala also conduct their periodic verification of all the accounts sanctioned by the Government. Their suggestions and directions are also incorporated in the further utilization of the funds.

Audit of grants and funds sanctioned by Management

The institution has a strong financial advisory board for Management. All the accounts sanctioned are audited internally as well as externally. On behalf of the Management, all daily transactions are verified by the financial advisor of the college.

1. Internal Audit

The internal audit of Management accounts is done by the Treasurer, MES Central Committee, Calicut periodically. They verify all financial transactions and submit a detailed report of observations based on documents produced at the time of internal audit. The financial advisor of the college modifies the statements of accounts according to the internal audit.

2. External Audit

The Management has appointed M. A. Moideen and Associates as the external auditor of the Management accounts. MA Moideen Associates conducts the audit in accordance with the Standards on Auditing issued by the Institute of Chartered Accountants of India. The audit involved performing procedures to obtain evidence about the amounts and disclosures in this financial year. At the end of every financial year, they prepare annual financial statements and

audit reports. In this financial year (2020-2021) the audit was conducted in March 2021. The auditor also expresses an opinion on the financial statement based on audit.

File Description	Documents
Paste link for additional information	http://meskc.ac.in/
Upload any additional information	View File

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

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

28.36627

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The major sources of income for the college are from the following streams:

- 1.Funds and grants from UGC / DST
- 2.Grant in aid from the Government.
- 3.Fees collected from self-financing courses
- 4.Conveyance and hostel fees
- 5 . Endowments and Scholarships
- 6.Central/State Government funding for NSS and NCC

7.PTA

8.Alumni

9.Financial support from Management

10.MRP

11.WWS

File Description	Documents
Paste link for additional information	https://meskc.ac.in/about-us/quality-policy/resource-mobilization-policy/
Upload any additional information	No File Uploaded

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

Internal Quality Assurance Cell (IQAC) has contributed significantly to institutionalizing the quality assurance strategies and processes Internal Quality Assurance Cell (IQAC) of the college is active in framing the quality enhancement by continuous improvement in all working areas of the institution by connecting students, teachers, parents, management, alumni, funding agencies and society in general. It also ensures the integration of modern methods of teaching, promoting research and to maintain a high professional standard. It takes the effort to inculcate a value system among students for good academic performance as well as to make them credible personalities.

1. Faculty development Programme: As a part of IQAC practices related to faculty, a faculty development programme was organised for faculties. The two-day program was organised by the department of computer science computer on 21-10-2020 and 22-10-2020. Title of the program was "Faculty Development Programme On Moodle".

2. Welfare oriented program for non-teaching staffs:

(1) Orientation program on SPARK

(2) Orientation program on Office Automation

(3) Tax Consultancy – Orientation Program

File Description	Documents
Paste link for additional information	http://meskc.ac.in/iqac/
Upload any additional information	View File

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

The college gives prime importance in the academic outcome of every student. IQAC has initiated several measures to review teaching, learning process and implemented several reforms to evaluate student's learning outcome.

Academic audit: The institution reviews its teaching-learning process regularly by a comprehensive process operated at three different levels through the structures formulated by the institution, which ultimately culminates into an academic audit at the end of each semester. IQAC plays a key role in the process at the level of Institution, Department and Faculty member/Tutor.

Institution Level: Staff coordinators of various academic bodies are decided annually on a rotational basis. The Principal will announce the strategies to be deployed in the academic year based on the annual review and Core Monitoring Committee (CMC) report submitted by the IQAC and a detailed Academic Schedule is prepared. Result analysis and other academic matters are discussed in the Staff council and HOD meeting. Academic audit and teacher feedback are collected at the end of every semester by the IQAC chairperson.

Department Level: The departments prepare Action Plan for the year based on the guidelines of IQAC. Academic process based on the monthly report prepared by the faculty members is reviewed in department meetings. Head of the departments represents the progress of academic activities in the college council and in general staff meetings.

Faculty/Tutor Level: Teaching plan, teaching schedule and monthly reports are prepared by every faculty. The learning outcome of the student is analysed at the teacher level. Tutors will monitor and evaluate the result of each student under his/her group. The

result of the continuous evaluation is informed by the tutor in PTA meetings conducted in each semester. Students' feedback is obtained by the IQAC on teaching process for review and evaluation.

File Description	Documents
Paste link for additional information	http://meskc.ac.in/iqac/
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://meskc.ac.in/iqac/aqar/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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 year

Various departments of MES Kalladi College has conducted diverse programmes to promote gender equity and of its significance in our culture, like "Fly with your own Wings" and "Tactics of Self Defence & Awareness of Cyber Security", "Gender Equity Program- Visualization Of Empowered Women: Empower Women", "Equality Has No Gender", "Gender Equity in Employment Sector" and "Gender Equality

and Equity: An Introduction". The webinar titled "Power of Empowerment" and an "International Women Film Festival 2021" on International Women's Day has achieved to create a gender sensibility. National Webinars like "Imagining Gender in a Crisis Hit Society: Narratives during Pandemic", "Gender equity on mental health" and "Gender Equality: Challenges and Solutions" and an awareness class on "Menstrual Health and Hygiene" has achieved its goal.

Along with these, the college has occupied numerous facilities for the students, especially for girls to take care of their personal hygiene and the provisions in restrooms are friendly to transgender students also. The Women Cell is equipped to provide all the necessary items on emergency like sanitary napkins, hot bags etc.; they are stored in departments and it has addressed all the grievances to provide solutions to their mental and physical dilemma.

File Description	Documents
Annual gender sensitization action plan	http://meskc.ac.in/wp-content/uploads/2022/02/7.1.1-GENDER-EQUITY-PROGRAMME-AQAR-2020-21.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://meskc.ac.in/infrastructure/physical-facilities/

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

A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Hazardous chemicals and radioactive waste management

Go green with environment is the motto of our college especially in the case of waste management. The amount of 50 kilograms of waste per day properly separated to solid, liquid and e-waste, which is segregated and recycled through the effective waste management.

The paper, plastics, glass, metals, food wastes and others are collected by placing numerous waste bins at different locations in the campus. The biogas plant placed in college canteen and girl's hostel and the Vermicompost unit in the campus are useful to deposit the bio waste and the slurry generated from this is used as organic fertilizer in lawns and gardens.

Laundry and Canteen affluent waste are allowed to settle into the soil by collecting in separate septic pits and the filtered water from waste water filtration plant is useful for irrigation purposes. Concentrated acidic or alkaline solutions are neutralized before disposal. The organic waste yield of the college is limited till date and therefore treated with cow dung for decomposition.

Electronic gadgets are used at their maximum level through proper gradation and maintenance. Computer hardware parts like motherboards, memory chips, flip flops etc. and other related gadgets are recycled properly. E-waste management is properly executed through dealers by inviting tenders and other useless electronic devices are given away to scrap dealers twice a year.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

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

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms.

Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities

(Divyangjan) accessible website, screen-reading software, mechanized equipment

5. Provision for enquiry and information :

Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

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

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

MES Kalladi College constantly focus on to provide maximum exposure for students in inclusive environment that is tolerance and harmony towards cultural, regional, linguistic, communal and other diversities. In this academic year also large number of such initiatives organized in campus. Programs like Keralam-Samooha

Charithrayum Bhavi Vicharagalum organized by Department of History, International Arabic Day by Department of Arabic, Neeridam Namukorumichu by NSS Unit, and Menstrual Health & Hygiene by WDC and Cultural exchange festival with youngsters in Attappadi tribal Ooru by Mass Communication Department were remarkable initiative on this part.

Blood Donation Survey by NSS unit was an excellent outreach program. Volunteers collected names of people and their information who are willing to donate blood in their localities. The collected information were handover to Blood Donation Federation. Volunteers helped financially back ward families to find and repair electronic devices for children during covid-19 pandemic through Television Challenge.

These programs made our students aware of the socioeconomic and cultural diversities in the locality and made them realize the need of empowering every sector and their work itself was an inspiration to many other young citizens in the locality.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

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

Institution is keenly determined to mold both employees and students as responsible citizen by providing excellent awareness about constitutional obligations: values, rights, duties and responsibilities. Many programs under the NCC and NSS strictly adhere to the values in the constitution. All departments in the college conducts seminars and workshops in Intellectual Property Rights and it clearly asserts the intention of keeping ethics in profession and research. It provides with the students and faculties to have a larger vision of constitutional values in academics. Webinar on Historical writing, Independence Day Celebration, 71st constitutional day, Republic Day, Gandhi Jayanti were literally aimed at giving clear light on constitutional obligations.

These programs resulted a great achievement in molding students by

creating a sense of responsibility as a good citizen for the nation and it strengthened their commitment and bond for the nation's future. Apart from the theoretical knowledge, the students are confronted with these values and duties by participating in such programs

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://meskc.ac.in/students/club-forum-cell/
Any other relevant information	http://meskc.ac.in/iqac/

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

File Description	Documents
Code of ethics policy document	View File
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 File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

MES Kalladi College celebrates national and international days, events and festivals throughout the year with maximum effect. These programs always helped students to rethink and recreate

their thoughts and views on different subjects. Celebrations and Awareness campaigns mainly conducted this academic year are Independence Day, Republic Day, Constitutional day, Yoga Day, Palliative care day, International Women's Day, Bird Watching Day, National Aids Day, World Environment Day, World Photography Day, World Food Safety Day, Pulwama Day, Breast Cancer Awareness Campaign- Detection & Treatment etc. Number other programs have conducted under different wings and departments too. Our institution reinforces the relevance of observing the national and international days of importance and thereby give the students a chance to widen their perspective of knowledge.

These socio-academic and historical programs helped students to inspire, educate and empower their own selves to a better understanding with a wide and deep knowledge of each specific subject. Campaign programs helped them to get first hand firsthand experience from the ground of reality and make them capable to be a responsible citizen too. Along with the departments the clubs and cells of our institution promotes such activities

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

BEST PRACTICE I

Understanding the mind of the locality

Objective of the Practice

- To increase the awareness of psychological changes that occur from childhood to adolescent age.
- To reduce the stigma towards mental illness
- To provide access to mental health facilities free of cost
- To arrange awareness programs for addressing the major

issues faced by adolescence: suicide prevention, drug use, relationship issues, mobile- internet addiction

- To provide mental health support for each student
- For the personal and professional development of the students of the department of psychology through direct interaction with the society
- To increase knowledge of students on interdisciplinary approach of mental health and wellbeing
- To increase the exposure of students of the department towards general mental health concerns and therapeutic concerns among the adolescent population
- To address the mental health issues among the society
- To provide awareness of mental health issues and the importance of mental health
- To ensure the proper psychological well-being of each family in the above-mentioned panchayath as a whole
- To familiarize the students of the department with dynamics in various systems and processes of psychological testing
- To practice the management of group- group dynamics, leadership, group cohesiveness

The Context

The Department of Psychology is the newly sanctioned integrated program in our institution. Being a department that can provide various kinds of service to society, the department has a keen interest in taking initiatives to give activities within the local areas. It is with that intention they started their service of providing mental health care to the Kumaramputhur Panchayath in Mannarkkad. They extended their service by adopting a school in the panchayath. Their work was fully based on mental health and related issues. Various programs related to this service have been done under the initiative of students and faculties of the Psychology department. Along with the adoption, the department has also undertaken mental health survey and mental health literacy program in the same panchayath. It intends to stretch the service beyond an institution and to provide the benefit to the whole society.

The Practice

The practice was done on two-level, the first one is on the school and the second is on the panchayath. In the school, the target beneficiaries are students, teachers, and parents. For students, the practice comprises of learning disability assessment camp was conducted, and based on the assessment proper assistance was given

to the students. Personality development classes are conducted to boost confidence among students. The practice identified anxiety issues and provided remedies to manage these issues by individual counseling. It conducted sessions to handle issues of exam anxiety, bullying, anger management, psychological changes of teenagers, addiction problems, and menstrual hygiene. For parents, the practice covered classes on various parenting styles and effective management of developmental disorders. For teachers, training sessions on managing differently-abled students and sessions on early detection of pervasive developmental disorder among students.

The second level of this practice was on the panchayath by undertaking mental health survey. It looked into the various mental health issues in society. It gives awareness of the various issues on suicide, drug use, relationship issues, mobile internet addiction, marital, and family issues.

Evidence of Success

The practice was a success because it gave awareness of mental health to the students in school and the local people in kumaramputhur panchayath. In school, the students find it very useful since in the contemporary scenario, they are facing so many psychological issues. They started to identify their individual problems and by attending the sessions, they gained the confidence to solve their own problems. Parents and teachers also found it useful because of the awareness they got from the program.

The survey was a great success because of its reach in the locality. The local people got awareness on various psychological and mental issues prevailed in the society. The practice gave exposure to the students of the Psychology department. They came to know about the different mental health issues in society and among school children.

Problems Encountered

The practice was among the school children and local community. Even though the practice was successful, it faced certain constraints like the continuous practice of counselling, noncorporation etc. The practice of giving proper mental health was basically based on its continuous monitoring of the affected one. Because of the unavailability of students during the pandemic context, further interaction after the program was done on the online platform. The mentors tried their best to give proper

attention to the needy one but the shortage of direct interaction was a hindrance in the way of effective communication. Although the local community respond positively to the mental health survey, on certain occasions there faced obstacles because of the timidness of the people to share their real problems.

BEST PRACTICE II

Be Productive by Adopting

Objective of the Practice

- To eradicate poverty among the tribal people
- To empower the women population
- To provide basic educational improvement
- To attain total growth

The Context

Our institution, MES Kalladi College has a keen interest in extending its service into the society around its campus. The social activities initiated by the college provides students with an insight to the relevant social issues around us and give them an opportunity to make them address these issues with responsibility. The college adopted Chemmanur village of Attapadi Taluk. The village consists of 500 tribal people.

The Practice

The main objective of this mission is to provide holistic development to the society by addressing specific issues which act as a hindrance in the path of development. By adopting the village, the college intends to provide the village with the service of the students to the society and in turn it gives the students a better understanding of the condition around them. By incorporating the tribal section in our activities, the college extends its activities beyond the campus.

It firstly looks into the issues of poverty eradication. The community faces poverty even though they are having government support to eliminate it. Proper guidance and planning will give them an opportunity to make themselves equipped to face the issue and thereby eradicate poverty.

The second objective of this mission is to empower the female

community in the village. They are facing multi-layered issues like health problems, violence, suppression etc. Health issues that are prevalent among the females in the tribal community include malnutrition, drug addiction and maternal mortality. These issues are addressed with the aid of the MES health centre in Attapady. Through proper awareness, medication, and nutrition plans, problems can be addressed and rectified.

The next issue addressed in this practice is the provision for basic educational improvement in the community. This is done with the help of MES private institute and their facility. Basic literacy facilitation is the main aim of this program. It also intends to enhance knowledge about the importance of education in society among the young generation and thereby help them find a proper facility for basic education.

The last aim of this practice is to get a wholistic improvement in the socio, cultural and educational milieu of tribal communities in the village. It promotes their participation to make them come to the forefront of society.

Evidence of Success

Our institution conducted many programs in the tribal area of Attapady. This gives a positive outlook on the present program. The programs related to health, poverty eradication and women empowerment conducted in connection with this practice gave them an awareness of the issues related to these matters. The reason for poverty and the remedy to be taken to eliminate it is addressed in the program. empowerment through the addressal of various problems they faced in the society is the goal achieved through the practice. Basic literacy programs and educational improvement programs were successful in their aim to lift the awareness of the importance of education in societal development.

Problems Encountered

The main hindrance faced by the practice is the specialty and uniqueness of the area. Even though it is the peculiarity of the culture and practice which makes the area different from other locality nearby college, it also poses an obstacle in advocating such programs. Their cultural exclusiveness and reluctance to embrace external practices into the community is a threat to the practice. The lack of interest to imbibe new matters into society is another problem that caused a threat.

File Description	Documents
Best practices in the Institutional website	http://meskc.ac.in/campus/best-practices/
Any other relevant information	http://meskc.ac.in/

7.3 - Institutional Distinctiveness

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

The Special School to be propounded by MES in the tribal area of Attapadi, is with the design that everybody should get the maximum benefit of education irrespective of their ability to grasp. Children, the gifts of God and the spring of virtuousness, are the founding stones of the society. Caring a child is very unique whereas caring a differently abled one or special children are very exceptional. Special children need more care and notice to develop their skills and behaviour. Their ability to well behave in a society can be developed through correct orientation, which will be enabled with the management and staff of MES. In the situated tribal area people are not in a position to catch maximum outreach through education, where promoting the differently abled ones is a tough task, which is taken as a prestigious concern by the staff and management of the college. The aim of this institution is to take the maximum from their minds to create a good individual to stand worthy among the well-behaved culture.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

MES Kalladi College, Mannarkkad is an affiliated advanced institution and it follows the curriculum designed by University of Calicut. At the beginning of every academic year, the college designs an academic calendar to chart out and implement the curriculum and syllabus using various techniques and methods. The academic calendar strictly adheres to the college's vision, mission and objectives. As per the University calendar, the Staff council prepares the time table and schedule of each semester and course including all the curricular and co-curricular programmes of a year like PTA meetings, internal examinations, annual/semester-wise programmes of the departments and field visits or study tours etc.

At the outset, the college disseminates the syllabus of each course to the concerned departments in the form of a well-organized diary. The faculties of each department under the leadership of the head discuss the syllabus and make plans for the whole semester. Heads of the departments convene department meetings to discuss various academic matters like handling and completing the syllabus within stipulated time. The departments have the provision of suggesting and ordering new books to the library as reference titles with the concern and consent of the principal and authorities.

Apart from the traditional methods of lecturing, teachers effectively make use of digital and ICT tools, especially for the online classes, with innovative and participatory methods of teaching like group discussions, PPT Presentations, assignments, seminars, workshops, field visits, projects and laboratory experiments. Various webinars and Invited lectures by distinguished scholars and retired members of the faculty are held regularly so that the students are facilitated to benefit from their experiences, expertise and exposures.

The college is regularly updated with circulars, letters and emails from the university and other institutions regarding the curricular and extra-curricular programmes for students, which

can make the students work towards the integrity and development of the community and wellbeing of the society and thereby the fostering inter-connectedness, kinship and eco-justice among the people are ensured.

The NSS and NCC units of the college are working well and contribute immensely, extending hands to the varied sections of society and the needy, with a variety of activities and programmes every year. The successful and active involvement of industry, research bodies and the university are crucial to improve curriculum to make it demand oriented, and for the development of skill-based education. The Value added and certification programmes in various disciplines and topics are introduced by the departments every year to promote the skill development of the students.

Extension activities is a source of energy for the student folk. It works well by providing various relevant topics to students that are beyond the classroom or textbook study to reinstate their individual and creative and thinking capacities. Students are encouraged to participate in all academia related intercollegiate competitions and co-scholastic competitions; be it poster designing, collage, model making, quiz, technology related competitions, debates, interdisciplinary sessions, marketing competitions or other allied competitions.

For the support of the Slow learners, in addition to the Government funded SSP (Scholar Support Programme) Remedial and bridge coaching classes are provided. To promote and motivate the advanced learners, internal and external mentoring on various relevant topics, career orientation programmes, Motivational visit to reputed science, technological and research institutions and industries are conducted as part of New Initiatives of the Higher Education department under the Government funded WWS (Walk with a Scholar) programme. Unfortunately, the college couldn't provide SSP, WWS programmes for this academic year due to Covid-19, and the classes were online.

All the courses, both UG and PG are following Choice-Based Credit System (CBCS). The courses are offered both in the aided and self-supporting streams. There are 27 inter/multidisciplinary programmes currently running in the college.

The college records feedback from the students on the

curriculum, its relevance, the teaching and learning infrastructure, quality of teachers, job opportunities and they are analysed and remedial measures were initiated to improve the whole system. The feedback is being obtained in a confidential manner to ensure utmost accuracy and sincerity so that students give their free and fair evaluation.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://meskc.ac.in/students/student-support/

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

Before the commencement of every semester, the faculty members of each department prepare an academic calendar, based on the calendar prepared by the affiliating University. This particular academic calendar includes the dates for internal examinations, seminars, workshops, invited talks, add-on programmes and other cocurricular and extra-curricular activities. The course outline containing class timetable, semester plan and syllabus are given to all the students along with the academic calendar. It is also published in the college website and Moodle platform. The internal examinations are conducted in the University examination pattern, adhering to the academic plan. The answer scripts of the internal tests are returned to the students within a week and the answers are discussed in the class, so that the students can understand and incorporate the mistakes they made. IQAC periodically monitors the adherence of the academic calendar for conducting the internal evaluation such as coverage of syllabus, model of question papers and evaluation of the answer sheets. After each internal examination, a progress report is prepared and sent to the parents. The report contains the marks of internal test. Remedial measures for the weak and needy students are taken accordingly as part of the Remedial Coaching of the concerned department.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://meskc.ac.in/academic-calendar/

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

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

26

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

23

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

1116

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

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

The college integrates all the socio-cultural and crosscutting issues into the very curriculum through the syllabus designed by the university and the programmes organized by the college. Apart from the teaching learning activities, the college gives emphasis to all other developments outside the campus and society.

There are programmes which problematize the professional ethics and rules to be abided by the professionals. Truth and integrity are being encouraged through these programmes. Monitored by IQAC, the college has conducted talks and seminar/webinars on Intellectual Property rights and faculty development programmes.

The college upholds the importance of human values and humanitarian concern in all its programmes and policies. The

NSS and NCC units of the college are always at service for the society and the country. There were so many undertakings under these committees which focused on the need of sharing humanitarian love and care to the needy in the society.

Likewise, the extension cell of the college Jalakam, conducts extension activities for the betterment of the public and the society. The annual college magazine discussed mainly the social issues of the nation in particular and other issues through literary writings in general. Women's Cell of the college works for the safety and welfare of the women folk in the campus including girl students. Forestry Club, Bhoomithra Club, Green Campus initiative etc are working for sharing the ideas on the conservation of nature and greenery.

Apart from these club and cell activities, the syllabi of almost all the courses discuss these matters in detail in the form of chapters, poems, stories, essays, films, assignments etc.

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

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

13

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

991

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students Teachers Employers Alumni**

A. All of the above

File Description	Documents
URL for stakeholder feedback report	http://meskc.ac.in/feedback-report/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
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File Description	Documents
Upload any additional information	View File
URL for feedback report	http://meskc.ac.in/feedback-report/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1228

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

1228

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

College assesses the learning levels of the students through mid-semester exam, end semester exam, class tests, presentations etc. on regular basis. Each department organizes

online class separately for both advanced learners and slow learners during the Covid 19 pandemic period and assigns differentiated assignments, presentation, seminar etc based on levels of the students. This practice is initiated as a part of blended learning system for the students having different learning capabilities. Tutorial classes are also conducted for the slow learners.

Government aided programmes like Walk With a Scholar (WWS), a scheme proposed to arrange specialized mentoring programs for students in Under Graduate Programs in Arts, Science and Commerce and Scholar support programme (SSP), a scheme implemented by Govt. of Kerala for the benefit of students who are academically weak used to conduct in the college to get more opportunities to advanced learners and slow learners respectively. The institution couldn't conduct these programmes in the academic year 2020-21 as the government has ceased the funding for these programmes due to the Covid 19 pandemic situation.

File Description	Documents
Paste link for additional information	http://meskc.ac.in/students/student-support/
Upload any additional information	View File

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

Number of Students	Number of Teachers
3132	110

File Description	Documents
Any additional information	View File

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

The college plays a significant role in inculcating experiential and participating learning experience for their students. Real time laboratory training is provided to the students of different courses in the science departments. In

social sciences, Students used to plan and conduct surveys on different topics which are depending upon the study requirements. Moreover, students also get an opportunity to prepare projects reports based on various surveys. Department of Psychology conducts counseling session to students and always organizes various programmes which improve mental health. Department of Chemistry organizes workshop for the students on how to prepare a solvents and sanitizers. Departments such as Commerce, Botany, History conduct field work to collect the original data from the respondents. Commerce department used to organize the industrial visit and internships understand and bridge the gulf between theory and practice. Department of Arabic and Islamic history engage students in translation works. Department of English engages their students in editing of various documents and manuscripts. Department of mass communication ensures students participation in the documentary editing and film screening. Department of Food technology engaged in the preparation of various food processing activities. Computer science department always engaged in the changing needs of digital needs such as making of software, block chain technologies etc. Department of physics has organized a practical session LED bulb making automatic sanitizer dispensers.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://meskc.ac.in/students/club-forum-cell/

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

In order to support the traditional learning process the institute always encourages to use the technology to enhance and promote quality of delivery in the teaching and learning process. All the classrooms have LCD projectors which will help the teachers to pinpoint the topics under study. Moreover, the students also get an opportunity to understand the concepts more clearly. Desktop, Laptops and printers have arranged in every faculty rooms and offices in the college. Photo copier machines and scanners have arranged in different offices in the colleges. The college has arranged 20 smart boards to assist the members of faculties in delivering the quality lectures. All the

seminar halls and auditoriums are equipped with all the digital facilities such as online connectivity, camera and system. Further, the institute promote online platform for teaching learning process such as Google meet, Zoom, Microsoft Teams, Big Blue Button, Google Class Room, Moodle etc. It helps the students to improve their learning skills and improve the teachers in delivering quality classes by sharing recorded videos and lecture notes. The institute has conducted quizzes and internal examination through Moodle platforms.

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

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

2.3.3.1 - Number of mentors

110

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

110

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

18

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

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

2.4.3.1 - Total experience of full-time teachers

773

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

2.5 - Evaluation Process and Reforms

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

Our institution follows a clear pattern prescribed by the university for Continuous Internal Evaluation (CIE) of both UG and PG students. Two internal examinations, seminar, assignment and attendance are the four criteria used for assessing the performance of UG and PG students. The final internal marks of the students are based on these criteria. In addition to the university evaluation measures our institution also follows various measures to improve the teaching learning process. Tutorial system is one of the significant improvisations in this regard. Under this system a batch of students are assigned to a tutor and who is accountable for monitoring those students. The main objective of tutorial system is to boost the teaching learning system as an effective one. It also weeds out issues and problems of students. The college conducts two internal examinations for evaluating learning and understanding of the students in the subjects of study. Every teacher conducts timely valuation of answer scripts and categorizes the students according to their performance in the examinations. The classification aids the teacher to decide upon the remedial coaching required for the students overcome the problems that have occurred during the leaning process. Assignments, projects and seminars helps the teacher to evaluate the students and provides adequate measures such as academic leadership, blended and flipped leaning, effective classroom learning etc. to improve the capacities of the students. Further, it also helps the students in developing their critical thinking capacity. In this pandemic period year 2020- 21 institution conducted first internal examinations through online Google platforms. On September 2020 our institution started Moodle Learning Management System and conducted second internal examinations with including MCQ, short answer and essay questions by this new platform.

File Description	Documents
Any additional information	View File
Link for additional information	http://meskc.ac.in/internal-complaint-committee/grievance-redressal/

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

An Examination Cell is constituted in the college, comprising of a senior teacher as convenor and other teaching staff as members to handle the issue regarding the evaluation process.

The college adheres strictly to the guidelines and rules of the affiliated university while conducting internals and semester examinations. Two internal tests are conducted during each semester, the time table for which is prepared well in advance and communicated to the students. After the evaluation of the internal assessment, answer scripts are given to the students to have an idea for their performance in the test. During the Covid Pandemic period, the college has conducted internal examinations in online mode, on Moodle platform in which the students are able to check their result instantly. The grievances are redressed and rectified in accordance with the gravity of the situation.

File Description	Documents
Any additional information	View File
Link for additional information	http://meskc.ac.in/internal-complaint-committee/grievance-redressal/

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.

The institution has stated learning outcomes (generic and programme specific)/graduate attributes which are integrated into the assessment process and widely publicized through the website and other documents. The college being affiliated to the University of Calicut is bound to follow the rules and regulations prescribed by the University. University has stated learning outcomes graduate attributes which are integrated into the assessment process in its syllabi that is clearly publicized through its website and other documents. The programme of study which is offered by different department is displayed in the Calicut University website. The syllabus of each programme has been detailed by the University which provides clear information about core courses, generic elective courses, fundamental courses, Project or Dissertation and also the learning outcomes of different programmes. The syllabus also provides information about scheme of instruction and evaluation. University has devised and revised all its educational programmes to equip students with discipline, knowledge, critical thinking, problem-solving ability, communication skills and digital capability to meet the changing situations. Each programme provides an opportunity for

the students to opt from generic courses, which are offered to expand the knowledge of the students and to initiate them into inter disciplinary fields.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://meskc.ac.in/po-co-psy/
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Attainment of Programme outcomes, Programme specific outcomes and course outcomes are evaluated by the institution during the year. Our Institute, which is affiliated to University of Calicut offers Under Graduate, Post Graduate and Research programs and courses under the Faculty of Arts, Commerce and Science. For these programs and courses, the institute followed the curriculum designed by our affiliated university. The attainment of programme outcomes, programme specific outcomes and course outcomes through semester exams conducted by the University and university sets the question paper to meet the Programme outcomes, Programme specific outcomes and course outcomes .The internal assessment conducted by the college based upon the regulation university through assignment, presentation, viva-voce exam, project, etc. After measuring attainment of POs, PSOs and COs, it has been observed that the strength of the students as well as passing percentage of the students is increasing progressively. Besides, students' progression to the higher studies that is from Under Graduate to Post Graduate seems to be increasing consistently and rapidly in the last five years. In a similar way, the ratio of students' placement is also increasing. We took utmost care of measuring the level of attainment of POs, PSOs and COs and followed formal as well as informal mechanism for the measurement of attainment of the outcomes. Even we took feedback from all the stakeholders in this respect and try to take necessary steps accordingly.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://meskc.ac.in/po-co-pso/

2.6.3 - Pass percentage of Students during the year

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

695

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	http://meskc.ac.in/feedback-report/

2.7 - Student Satisfaction Survey

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

<https://meskc.ac.in/sss/>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

8

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

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

MES Kalladi College has created an ecosystem for the post-graduate and graduate students to the exploration of their new ideas and sharing of knowledge with other like-minded in their areas of interest. Our institution has been registered as "PREMIER INSTITUTE" in the Young Innovators Programme (YIP Eco system) powered by Kerala Development and Innovation Strategic Council (K-DSIC) an advisory body constituted by the Government of Kerala. K- DISC aims at bringing out path-breaking strategic plans that reflect new directions in technology, product and process innovations, social shaping of technology, and creating a healthy and conducive ecosystem for fostering innovations in the state. Students with creative ideas approach the specialized teachers who are guiding them in their work and later their work is presented at the district level, regional level, and state level conducted by the government.

The institute has created an ecosystem for Research and Innovation by recruiting & developing desirable human resource, taking initiative for creation & dissemination of knowledge and establishing state of the art infrastructure. The details are as under:1. Promoting Innovation: The College has created an Innovation & Entrepreneurship Development Cell (IEDC) and Institutional Innovation Council (IIC) for promoting innovation & entrepreneurship activities. The formation of IIC is as per the guidelines of MHRD & AICTE. Faculties had undergone Innovation Ambassador Training programme and Students are encouraged to present their innovative working project models & products through this platform.

2. The Research and Development Cell of MESKC inculcates research culture among the students and encourages for novel thinking. This platform provides an opportunity for the expression of academic talent and promotes interaction among academia. The faculty members are empowered to take up research activities utilizing the inherent skills. The Research and Development Cell of our institution to motivate the student and faculty members extends scopes to explore their new ideas in the field of research and development. It also helps to create a research culture among faculty members and students. The students and faculty are availing the facilities within the campus to carry out their research activities. The college has taken initiative steps towards developing an ecosystem for innovations and knowledge sharing methods such as;

- Wi-Fi throughout the campus

- Internet facility is available to students and staff.
- Computing facility is available and adequate licensed software is also available.
- Well furnished Seminar/Auditorium halls with a seating capacity of over 200/500 audience are available to conduct seminar/workshop, guest lectures, and discussion on technical paper/project presentations, cultural and screening of informative educational movies.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://meskc.ac.in/students/club-forum-cell/

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

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

14

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

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

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

3

File Description	Documents
URL to the research page on HEI website	http://meskc.ac.in/research/research-facilities/
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

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

20

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

3

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

The college organizes a number of extension activities to

promote institute- neighbourhood community to sensitize the students towards community needs. The students of our college actively participate in social service activities leading to their overall development. The college runs effectively National Service Scheme and National Cadet Corps Units. Through these units, the college undertakes various extension activities in the neighbourhood community.

NSS organizes a residential seven day camp in nearby adopted village and several activities were carried out by NSS volunteers addressing social issues which include Blood Donation Survey, Television Challenge, Mask Challenge, A hand to "new normal", Onam Kit, Palliative day, International education Day: Survey on learning status, Aydin - free tution, Forest day.

The NCC unit of the college aims at developing qualities of leadership, patriotism, maintaining discipline, character building, spirit of adventure and the ideal of self service. The NCC unit of the college organizes various extension activities as SSB Inspired Competitions, Blood Donation Camp, Armed forces flag day contribution and NCC Orientation Programme.

Other than NSS and NCC units, the various departments of the college is conscious about its responsibilities for shaping students into responsible citizens of the country by making students aware of social issues through various programmes like QUIZ THE BEST, MAHATHMA, CORONA and CORONA VACCINE INFORMATION, Accounting Skill

Development Classes, Automatic Hand Sanitizer Dispenser, Electronic Workshop, Social impact of lockdown in Kerala: A Case study, Herbella- Video series on indegenous Medicinal plants, Bird around you, Plastic Pollution Awareness Programme, Kokedama, Online Tution, Home work Assiatance, Hand sanitizer making workshop, one day webinar on Covid 19 Awareness, Intercollegiate essay competition on Pandemic Disease& Vaccination for both PG and UG students, Equip 21, Awareness on Online Learning -DTH & TV Donation.

All these mentioned activities have positive impact on the students and it developed student community relationship, leadership skill and self-confidence of students. It also helped in cultivating hidden personality of students and created awareness among students

File Description	Documents
Paste link for additional information	http://meskc.ac.in/students/club-forum-cell/
Upload any additional information	View File

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

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

15

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

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

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

13

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

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

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

779

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

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

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

16

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

11

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution is located on the side of NH 966. Institution is spread around 22.93 acres of land. It meets adequate infrastructure for the academic extracurricular and administrative activities. The classrooms are spacious and well furnished. Enough lights, tubes are provided in the classes. Classrooms have spacious seating for 70 students and equipped with LCD for enhancing digital learning. Classes are provided green chalk board, lectern and public address system. Fully furnished and ICT enabled conference halls and seminar halls is available for the conduct of academic seminars and other programs. Well furnished auditorium with a seating capacity of 350 caters to public meetings and cultural activity. Fully furnished office is located in the Main Block with proper internet connection. Good functioning front office is located on the entry point of Main Block.

The laboratories of Chemistry and Physics are DST-FIST funded. Chemistry department is having lab for water quality analysis, soil testing unit and rain water harvesting unit. Botany department maintains excellent botanical garden in front of the campus. Four computer labs with latest configuration and software with 50 MBPS Wi-Fi connection. Total Campus Solution Software by Meshi Logic has been installed for student details, attendance , TC etc. Uninterrupted power supply ensured by Generator and UPS in the labs , Seminar halls and classrooms.

Digital Camera and Digital Lectern is available in the campus for recording video lectures. Proper planned layout provides excellent student support. Canteen facilities , Co - operative

store , safe drinking water facility, ladies retiring rooms, hostel for men and ladies are provided in the campus. Camera surveillance and service of security personnel provided to ensure safety and security of the students. Sanitary Napkins vending machine is provided in the campus. Ramps and lifts for differentially able are under construction. Health Club, Yoga Centre and Zumba Hall facilitates the fitness of the stakeholders. Creche, Prayer hall and ample parking facilities is made available in the campus. Excellent open air auditorium provides facility to conduct large audience programs. All department are provided with clean drinking water facility. The Institution ensures adequate facilities for effective teaching learning process.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://meskc.ac.in/infrastructure/

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

The institute has adequate facilities for sports, games and cultural activities. It has a multipurpose indoor stadium for indoor sports and games that include basket ball, volleyball, badminton and tennis. Facilities for outdoor sports and games include Football field, Cricket field, Volleyball court, Cricket net and Kho kho court.

Auditorium and Seminar Hall are extensively used for the conduct of academic and cultural programmes. Major cultural events are organised at the open auditorium. College has established a cultural committee including staff and student members to guide the students. The college will encourage students to participate in various college level, state level and national level competitions by providing financial support.

A well equipped Health club, Gymnasium, Yoga centre and Zumba hall facilitates both mental and physical fitness of the students and teachers.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://meskc.ac.in/infrastructure/physical-facilities/

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

74

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://meskc.ac.in/classrooms/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

111.63

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The library of M.E.S Kalladi College started functioning in the

very first year of establishment in 1967, in the early years it housed in a room in the main block, in 1990 the library own an individual building. Now the library has total plinth area of 5700 square feet with centralized air condition. The library have a collection of 40528 books,40 subject journals, 12 Magzines and 6 newspapers.

The college has more than 2500 students with 115 faculty members. The library fully automated with RFID Technology, All members of the college library provided a RFID Tagged ID cards. It is the very first academic library in the district and third in the state with these facilities.

Through Institutional membership more than 6000+ e-journals and 31,35,000+ e-books can be accessed under the project entitled "National Library and Information Services Infrastructure for scholarly Content (N-LIST)" of INFLIBNET Centre, Ahemdabad.

E-learning area is equipped with 25 systems to access the e-resources. Knowledge resource centre has Wi-Fi connectivity which enables the users to use their own laptops within the library.

Facilities and services

- Latest and upgraded version of KOHA ILM software version 18.11
- RFID enabled Library
- Circulation, entry and exit of users and stock verification through RFID technology.
- E-learning facility with 25 systems and Wi-Fi access
- Web OPAC (Online Searching facility for students and teachers)
- E-Books- 40,00,000 and E-Journals 6000+ (INFLIBNET-NLIST)
- E-mail reminder for circulation due and renewal
- New Arrival display
- Photocopying, Printing and Scanning facility
- CCTV surveillance
- Career Corner: Exclusive collection of career oriented books and Journals
- Reading Corner: Exclusive literature collection in different languages such as English, Malayalam, Hindi and Arabic
- Faculty area: Special area for teachers
- General Reference area with laptop charging facilities

and broad band connection

- Plagiarism checking service for Students, teachers and research scholars using URKUND software
- Selective Dissemination of Information (SDI) service: Teachers and research scholars can register their topic of interest in library; they will get personalised e-mail alerts about the new developments in their area.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://meskc.ac.in/library-2/

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

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

1.71

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)**4.2.4.1 - Number of teachers and students using library per day over last one year**

28

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

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

Institution is well equipped in ICT infrastructure. Every classrooms contains LCD Projectors with screen. All class rooms also have speaker facility . All PG classes and UG Final year classes Interactive panels which makes learning more convenient. Students benet a great deal as it enhances collaboration and invites more interaction with lessons. Total of 20 interactive panels are used in the institution. 5 computer lab facilities are available in the campus which is accessible all teachers and students. All labs have LAN facility. Wi-Fi facilities are also provided to students in the classrooms for dynamic interaction between teachers and students. Audiovisual Lab is also provided to the students to enhance all digital learning activities in the campus. The facilities like digital camera and digital lecterns are used to record e-learning contents. CCTV facility is available in the whole campus.

Examination rooms with surveillance camera facility is available in the campus.

Online Public Access Catalogue is available to the students through website. RFID(Radio Frequency Identification) is used in Library for door login and circulation. N-LIST subscription helps students and teachers to access e-journals and e-books.

An Office Automation tool TCS is used in office to manage students data and attendance. SMS alert facility is available to notify parents about absentees in the class.

Moodle is a Learning Management System (LMS) used for

delivering course material. It is a web application that facilitates teachers to post course materials (such as documents, discussion boards, assignments, video and audio) online making them convenient and available to students around the clock. We started using Moodle for our online learning activities in September 2020.

All staff rooms and office have computer facility with printers, photocopier and scanners. Uninterrupted power supply is provided with 12 small capacity and 6 large capacity UPS and a generator of 35KWA.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://meskc.ac.in/infrastructure/it-facilities/

4.3.2 - Number of Computers

240

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

14.98

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

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

The college is in possession of large physical academic and support facilities. There is an established policy and clear guidelines for the maintenance and utilization of the facilities. • The general planning of the college is supervised by a high power planning committee. The purchases are done according to the decisions of the purchase committee. The committee ensures that transparency and economy is assured in the purchases. For this state purchase manual and financial code is strictly followed. The digital solutions like tendering are also utilized for ensuring speedy, efficient and transparent procurements. • The maintenance of the facilities are ensured through the participatory and coordinated functioning of all departments under the guidance of the various committees and with the aid of the supporting staff. • The Building committee ensures the timely repair works of the buildings and infrastructure. Allocation of funds for the maintenance of the infrastructure of the college is earmarked in the plan fund of the college by the directorate of collegiate education. Additional funds are mobilized from the PTA, Alumni and from other public sources. The state Public Works Department is assigned the technical supervision of the works. • Lab equipment are maintained by the respective departments Necessary repair works are managed by the supporting staff of the institution. Emergency repairs, if any, are undertaken with the help of PTA . •

Student and faculty support is another resource for the maintenance of the college facilities. NCC and NSS undertake necessary campus cleaning and beautification. A college beautification committee is monitoring the general

beautification works. The faculty also assist the initiatives by motivating students and working together with them • Computer lab in the college which is frequented by the students for various service is well maintained with the generous financial assistance from College Development Council as well as PTA. It also operates with a substantial self generated financial resource. • A library committee under the guidance of the college librarian is committed to improving and updating the available library facilities. The library improvement is well supported by the work of faculty members and students. • Sports equipments for players are provided. The infrastructure is maintained with the help of faculty members and students. • Sports equipment's are purchased each year using the sports fee collected from the students during admission and the Athletic fund reserved for the purpose. The state government also contributes substantially towards this purpose. • There is also an effective yearly audit system to check the furniture, lab equipment's, ICT tools, and other stock in the college. • The quality and performance of the infrastructure is ensured with the help of external quality assurance agencies like KELTRON, state PWD etc. • The maintenance of the hostel facilities are generally supported by student initiatives. There is also strong assistance from the part of Alumni organizations and peoples representatives.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://meskc.ac.in/sop/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

954

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

2250

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	http://meskc.ac.in/students/club-forum-cell/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

196

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

196

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

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

5.2 - Student Progression**5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

17

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

248

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

8

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

5.3 - Student Participation and Activities

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

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

87

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

Students are the most critical stakeholders in our institution and the college management strongly believes in building an ecosystem where the student community is given representation to share their views in the development of the institution. We are blessed with a very dynamic student community and their active participation in all curricular and co-curricular activities.

Presence of an active Student Council for representing students on academic and administrative bodies/committees of the institution. An institution's growth is primarily dependent on the overall development of the scholars. An elected Student Union is the main student body that represents the student community. The College follows the parliamentary mode of election in compliance with the University statutes and regulations in this regard. Due to the corona pandemic election was not conducted for the year 2020-21 and the college management decided to give an extension for the last year's student union for the current year also. The Student Council

consists of seven number of elected members such as Chairperson, Vice-Chairperson, General Secretary, Joint Secretary, Fine Arts Secretary, General Captain, and Student Editor. There is also a student's dean and an advisor to the student union. In addition to this, there will be two University Union Councilors who represents the institution in the University to which this institution is affiliated. In all clubs and committees, there are student coordinators. Student representatives are also present in IQAC, Grievance management cell and Anti Ragging Cell, SC/ST Cell, Women Cell, and the like. The student wing of IOAC is very active and joints hands in the overall development of the institution. They are keen in collecting feedback from students to evaluate the overall response of students.

The activities of student council are:-

- All departments conduct their association day joining hands with the elected association leader of the department
- Student union celebrates major festivals and observes national and international days of importance.
- Student Council raises funds to support their friends who need financial backing.

Our students have won numerous achievements in sports activities with two national achievements in wrestling and the high jump. National Service scheme students helped the financially backward children by providing the study materials.

NCC students have started a Covid Vaccine Registration Help Desk through which a number of people benefited to book their vaccine.

The College union has taken a commendable effort to release the College Magazine "Athmavile Ochapadukal"

Due to Corona Pandemic, various inter departmental competitions have been conducted on the online platform:

File Description	Documents
Paste link for additional information	http://meskc.ac.in/students/club-forum-cell/
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the

Institution participated during the year (organized by the institution/other institutions)**5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year**

17

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

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

Our institution is blessed to have a very active alumni association which joins hands with the management and faculty for various quality and quantity enhancement programs. Alumni of MES Kalladi College assures the fostering of friendly cooperation between present and past generation of our students there by enhancing the betterment of the institution. Annual alumni meet conducted on 2017 December 2015 approve the bye-law regarding the registration of alumni association. The general alumni is registered under the societies act of 1860 with No. PKD/CA/101/2019 and is committed to renewing the registration as per rules. Every year each department conducts an alumni meet. Notifications, press release, and social media platforms are used to share information regarding the meeting of the Alumni association. The office bearers of general alumni association is elected for a team of 2 years. Departmental associations, batch associations and chapters in various foreign countries are components of the alumni association. Even though due to the covid pandemic situation the institution could not organize alumni meetings, many alumni groups have organized online meetings and get-togethers. During this period various alumni groups contributed to relief activities like providing sanitizers, masks glows, etc. The works of Kalladians, the UAE

chapter of alumni deserves special mention.

File Description	Documents
Paste link for additional information	http://meskc.ac.in/alumni/
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs) E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

MES Kalladi College Mannarkkad was established as the first Aided College of MES in 1967. Currently it offers 17 Under Graduate Programmes (10 in Aided Sector and 7 in Self-financing Sector), 9 Post Graduate programmes (8 in Aided and 1 in Self-financing), an integrated program and 2 Research Centres. Muslim Educational Society (MES) had its foundation in 1964 under the guardianship of the visionary, Late Dr. P. K. Abdul Gafoor. From its humble beginning, MES has become one of the excellent educational agencies in Kerala and has an international presence with a network of Secondary and Higher schools, Arts and Science colleges, Engineering Colleges, Medical College and other institutions. MES Kalladi College Mannarkkad is situated 2 km away from Mannarkkad town on the side of Kozhikkode- Palakkad National Highway.

VISION

All-inclusiveness, integrity, promotion of equity, social justice and scientific temper.

MISSION

To set and nurture a path for catering to the educational needs leading to empowerment of underprivileged sections to face the

challenges of time and change. Inculcating social commitment for the cause of value based higher education, nation building and universal brotherhood.

File Description	Documents
Paste link for additional information	http://meskc.ac.in/about-us/vision-and-mission/
Upload any additional information	View File

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

The institution has an effective strategy for delegating authority and providing operational autonomy to all academic departments, clubs and associations to work towards decentralized governance. Governing body headed by the Principal, Staff Council and IQAC formulate working procedures and delegates the academic and operational decisions. HODs along with faculties are empowered and given freedom to take decisions for the constructive growth of the Department.

All co-curricular and extension activities are planned and executed by the coordinators of different clubs and forums. HODs take independent decisions on finalization of academic calendar, finalising the schedule of internal assessment, field visit, organizing departmental workshops, seminars etc. The different committee members in charge of organizing various events take independent decisions on the schedule of the event.

The planning committee independently collects information from various departments regarding the academic and infrastructure requirements of the coming academic year and make independent decisions in consultation with the principal and the finance committee. Financial empowerment is provided to the HODs and Library committee to take decision on purchase up to a certain amount. IQAC is empowered to take decisions on quality improvement of the institution and making purchase decisions on ICT and related services as necessary.

The institution promotes participative management by forming different committees. These committees involve the staffs and students. Committees are constituted annually and duties are assigned to faculty. All faculties are made part of different

committees. Committee coordinators are nominated on a rotational basis. Students Union under the guidance of a Staff Advisor, coordinates the literary and cultural activities of the College.

After the introduction of new programs in the college, a tremendous increase was there in student and faculty strength. This growth led the Management to plan for a restructuring of the organizational structure with emphasis on decentralization and participative management as that would ease the administrative pressure on the principal, aid quicker decision making and instil a sense of belonging among the faculty. So, from 2013 onwards, a new administrative duty of Student Dean was allotted to any one of the senior faculty. This post/ duty takes the second position in the hierarchy of the organizational structure.

Student dean assists the principal in smooth functioning of the institution by helping in all matters related to the students. All the decisions of the principal related to the student's matters are implemented by the student dean. The dean is responsible for the student related matters on the campus. The dean interacts with the student community and other stakeholders when needed. In consultation with the principal, the student dean draws up the schedule for the admission process. The student dean interacts with the mentors of classes regularly, counsels them and allots responsibilities as per the direction of the principal. The various intercollegiate activities and college events are planned by the student dean.

The institution has also formed Student Quality Circle (SQC), which is an interface between the students and the IQAC. The SQC collects information from students on various academic and administrative matters and provides constructive suggestions for improvements to the IQAC.

File Description	Documents
Paste link for additional information	http://meskc.ac.in/about-us/organization-structure/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution has a strategic plan that was deployed effectively through IQAC. The IQAC is in charge for framing the strategic plan and monitoring the overall progress of the implementation of the perspective plans. The recommendation made by the NAAC peer team members based on their last visit to the institution are also taken into consideration during the formulation of the strategic plan. Based on the financial projection and resource availability, the institution has identified two main thrust areas this year in the perspective plan. This include a faculty development programme plan and well fare oriented program plan for nonteaching staffs. Both were conducted successfully.

Our institution is committed to the pursuit of excellence in the field of education. To ensure it, perspective plan of the institution has created quality policy, so as to cater the demands of India's human resource development. This include conducive smart learning ambience, student-centric activities, creating a culture of total quality as a way of life etc.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://meskc.ac.in/about-us/quality-policy/strategic-plan/
Upload any additional information	View File

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

1. College Managing Committee

The governance and the management of the college are anchored in the principles of Muslim Educational Society which is one of the largest minority educational societies in Kerala. The college has a distinct Vision, Mission and Objectives. The institution is governed by the College Managing Committee.

2. Principal

The Principal is the chief executive and the Chief Academic

officer of our college. All the meetings of the college are conducted under his leadership. He is responsible for managing the major administrative tasks and supervising all students and teachers.

3. Staff Council

The Staff Council is constituted for the academic year as per the Statute (Chapter 23, item 20) of Calicut University. The College Council is a statutory body comprising the Principal, all HODs, the Librarian, the senior superintendent and two elected representatives of the teaching staff. This is the supreme body of the college, which takes all important decisions, regarding the functioning of the college. The College Council meets periodically and whenever there are any urgent issues to be sorted out. Service rules are as per KSR norms of the Government of Kerala.

4. IQAC

An Internal Quality Assessment Cell functions in the college to ensure the planning and effective implementation of programmes charted out for every academic year, and to prepare the AQAR.

5. Controller of Examination

The Controller of Examinations monitors all activities related to conduct of end semester examinations, preparing the question bank, preparing the panel of examiners and question paper setters, organising and monitoring the valuation camp for the valuation of scripts and publication of results, and addressing the grievances if any, in a fair and just manner.

6. Grievance Redressal Mechanism

Students with grievances can directly approach the Principal, Head of Department, Class Teacher, Tutor, or any faculty. A full-fledged grievance redressal cell looks into grievances/complaints raised by stakeholders. Grievances related to internal assessment, if any, are handled by departmental and institutional examination redress committees. The Discipline committee and Anti - Ragging committee are also constituted to look into any grievances concerned. The Staff Association headed by elected representatives brings general grievances of the faculty and staff to the attention of the Principal. The faculty and staff can directly approach the Heads or the

Superintendent and the Principal with personal or professional grievances. The Manager meets the faculty & staff and holds discussions with them occasionally.

7. Recruitment & Promotion Policy

The College adheres to government policies and University and UGC guidelines on appointment and promotion of the faculty & staff. Vacancies are notified well in advance, in prominent dailies, and interviews conducted by a panel of experts, comprising the Manager, Principal, Subject Expert, Government Nominee and University Nominee, Management Representative as per the directives of the University. Guest faculty are recruited in accordance with Government Rules. Merit is given due weightage above all other considerations. Promotions are given to staff. PTA helps the college management in the smooth functioning of the institution and also collects funds for projects, programmes and infrastructure.

File Description	Documents
Paste link for additional information	https://meskc.ac.in/about-us/administrative-staff/
Link to Organogram of the institution webpage	https://meskc.ac.in/about-us/organization-structure/
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

(i)Teaching Staff

Sl No

Welfare Scheme

1
SLI (State Life Insurance), GIS (Group Insurance Scheme) and GAIS (Group Accident Insurance Scheme) for permanent teaching staff under Government of Kerala

2
GAIS (Group Accident Insurance Scheme) for Adhoc faculty members started with full funding from management

3
Staff Association Fund, Staff welfare Cooperative society and Staff welfare fund

4
Salary advance facility by PTA and management (In case of any inadvertent delay in salary payment)

5
Maternity and Paternity leave

6
Casual leave of 15 days for permanent faculties and 10 days for faculties under self-financing streams

7

Duty leaves for attending training/refresher/orientation courses, seminars, workshops etc.

8

PF (Provident Fund) facility

9

ESI (Employees State Insurance)

10

Day Care Facilities are available for taking care of children of staff

11

Hostel facilities

12

Canteen facilities.

13

The co-operative store is available in the campus to cater the needs of faculties

14

Separate Car parking facilities are available for staff

15

Staff recreation room

16

Staff association headed by a staff secretary

17

Staff Club

18

'Juda-e-shyam' - Family get together of faculties

19

Best performing staff are given a special award in every academic year

20

Retiring staff is given a token of appreciation in functions organized by the college

21

A credit society is functioning in the college and offers loans to teaching staffs

22

Cycle facilities for staff to travel inside the campus - ensuring healthy life style and pollution control

23

Staff meetings to share views on various requirements of the campus.

24

Zumba hall for faculties

25

Staff tour conducted on behalf of the staff club

(ii) Non-Teaching Staff (NTS)

Sl No

Welfare Scheme

1

SLI (State Life Insurance), GIS (Group Insurance Scheme) and GAIS (Group Accident Insurance Scheme) for permanent non-teaching staff under Government of Kerala

2

Admissible leave is allowed for permanent non-teaching staffs

3

Staff welfare Cooperative society and Staff welfare fund

4

Salary advance facility (In case of any inadvertent delay in salary payment)

5

Maternity and Paternity leave

6

Casual leave of 20 days for permanent non-teaching staffs and 10 days of leaves for faculties under self-financing streams

7

PF (Provident Fund) facility

8

ESI (Employees State Insurance)

9

Day Care Facilities are available for taking care of children of non-teaching staff

10

Hostel facilities

11

Canteen facilities.

12

The co-operative store is available in the campus to cater the needs of non-teaching staffs

13

Separate Car parking facilities are available for NTS

14

Financial assistance and uniforms are given to the Security guards.

15

Retiring NTS is given a token of appreciation in functions organized by the college

16

A credit society is functioning in the college and offers loans to NTS

17

Cycle facility is available to NTS for travelling inside the

campus - ensures healthy life style of staff and pollution control inside the campus

18

Non-teaching staff meetings are conducted to share views on various requirements of the campus.

File Description	Documents
Paste link for additional information	https://meskc.ac.in/about-us/administrative-staff/
Upload any additional information	View File

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

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

4

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

1

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

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

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

23

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

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

The institution has a Performance Appraisal System for the teaching and non-teaching staff. For the teaching staff, a 360-degree performance Appraisal System is in a place where

feedback is taken about every faculty in the form of self-feedback, peer feedback, feedback from students and feedback from the management. The data is compiled and the report is created by online software and the competency score and the complacency score is also calculated for every faculty. The report is forwarded to the management by the IQAC and appropriate actions are taken as necessary. The faculties of the aided section also maintain CAS API for the performance appraisal and the same is used for the promotion. In addition, the institution also maintains an internal performance appraisal API for monitoring the performance of the faculties and non-teaching staff. The API report for every faculty is reviewed on an annual basis and appropriate actions are taken as necessary. The following faculties have successfully completed their API verification under the CAS norms and regulations of UGC and University of Calicut, same have been sanctioned by the University for the I Stage to II Stage of Assistant Professor AGP 6000 to 7000.

Student evaluation on teachers: A computerized teacher assessment of students is implemented by IQAC to evaluate the performance. The Principal analyses the evaluation report and hands over the report to the concerned teacher.

Self-Appraisal Form for teachers: It is compulsory for every teacher to furnish the self-appraisal form / API which provides the annual performance of teachers which include curricular, co-curricular, and extracurricular as well as research activities every year. The Self-appraisal form is then reviewed by the Principal and IQAC. Management also conducts performance review meetings regularly.

Monthly Report: Monthly report is prepared by the Heads of the Departments contains all the departmental activities including portions covered by each teacher as well as achievements of students and faculty. This is regularly reviewed by the Principal.

Academic Monitoring System: By using the academic monitoring system by the Principal, Teaching and learning system of the faculties have been improved.

Monitoring Committee for Teacher Profile: in each year academic year, Monitoring Committee, which is a part of IQAC, evaluates the Teacher Profile prepared by individual faculty. apart from this, The Committee also suggest measures to improve teacher

quality. Recommendations and suggestions are also given for further improvement.

Evaluation by Management: Special care and attention have been taken by management to evaluate the departmental activities. Regular Staff meeting, as well as Department meeting, is arranged with then Management. Annual performance appraisal interview of Self-Financing staff is also conducted.

Performance Appraisal for non-teaching staff: Self-appraisal forms of Non-teaching staff is collected through which the Principal reviews their performance.

File Description	Documents
Paste link for additional information	http://meskc.ac.in/igac/
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The Institution has a transparent and well-planned financial management system in which Government and Management are the main sources of funds. The institution has mechanisms of external and internal audit for both Government and Management accounts separately. Management is responsible for the preparation financial statement that give a true and fair view of the financial position. The responsibility includes design, implementation and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement due to fraud or error.

Audit of grants and funds sanctioned by Government/UGC:

There are three levels of audit for the grants and funds sanctioned by the Government/UGC. They are (1) Audit by a CA (2) Audit by DCE (3) Audit by AG

1. Audit by a CA (Chartered Accountant)

After a stipulated period of time, the accounts for all the

grants and funds sanctioned by the Government/UGC are initially submitted to an external Chartered Accountant. The audit report issued by the auditor with utilization certificate and all necessary ratified accounts are submitted to the concerned sanctioned authorities.

2. Audit by DCE (Directorate of Collegiate Education)

The Directorate of Collegiate Education conducts annual audits. The audit team verifies all the financial documents related to the public funds utilized by college. After hearing the clarifications and corrections, the final accounts are settled.

3. Audit by AG (Accountant General)

The Accountant General, Kerala also conduct their periodic verification of all the accounts sanctioned by the Government. Their suggestions and directions are also incorporated in the further utilization of the funds.

Audit of grants and funds sanctioned by Management

The institution has a strong financial advisory board for Management. All the accounts sanctioned are audited internally as well as externally. On behalf of the Management, all daily transactions are verified by the financial advisor of the college.

1. Internal Audit

The internal audit of Management accounts is done by the Treasurer, MES Central Committee, Calicut periodically. They verify all financial transactions and submit a detailed report of observations based on documents produced at the time of internal audit. The financial advisor of the college modifies the statements of accounts according to the internal audit.

2. External Audit

The Management has appointed M. A. Moideen and Associates as the external auditor of the Management accounts. MA Moideen Associates conducts the audit in accordance with the Standards on Auditing issued by the Institute of Chartered Accountants of India. The audit involved performing procedures to obtain evidence about the amounts and disclosures in this financial year. At the end of every financial year, they prepare annual

financial statements and audit reports. In this financial year (2020-2021) the audit was conducted in March 2021. The auditor also expresses an opinion on the financial statement based on audit.

File Description	Documents
Paste link for additional information	http://meskc.ac.in/
Upload any additional information	View File

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

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

28.36627

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The major sources of income for the college are from the following streams:

- 1.Funds and grants from UGC / DST
- 2.Grant in aid from the Government.
- 3.Fees collected from self-financing courses
- 4.Conveyance and hostel fees
- 5 . Endowments and Scholarships

6. Central/State Government funding for NSS and NCC

7. PTA

8. Alumni

9. Financial support from Management

10. MRP

11. WWS

File Description	Documents
Paste link for additional information	https://meskc.ac.in/about-us/quality-policy/resource-mobilization-policy/
Upload any additional information	No File Uploaded

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

Internal Quality Assurance Cell (IQAC) has contributed significantly to institutionalizing the quality assurance strategies and processes. Internal Quality Assurance Cell (IQAC) of the college is active in framing the quality enhancement by continuous improvement in all working areas of the institution by connecting students, teachers, parents, management, alumni, funding agencies and society in general. It also ensures the integration of modern methods of teaching, promoting research and to maintain a high professional standard. It takes the effort to inculcate a value system among students for good academic performance as well as to make them credible personalities.

1. Faculty development Programme: As a part of IQAC practices related to faculty, a faculty development programme was organised for faculties. The two-day program was organised by the department of computer science computer on 21-10-2020 and 22-10-2020. Title of the program was "Faculty Development Programme On Moodle".

2. Welfare oriented program for non-teaching staffs:

- (1) Orientation program on SPARK
- (2) Orientation program on Office Automation
- (3) Tax Consultancy - Orientation Program

File Description	Documents
Paste link for additional information	http://meskc.ac.in/iqac/
Upload any additional information	View File

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

The college gives prime importance in the academic outcome of every student. IQAC has initiated several measures to review teaching, learning process and implemented several reforms to evaluate student's learning outcome.

Academic audit: The institution reviews its teaching-learning process regularly by a comprehensive process operated at three different levels through the structures formulated by the institution, which ultimately culminates into an academic audit at the end of each semester. IQAC plays a key role in the process at the level of Institution, Department and Faculty member/Tutor.

Institution Level: Staff coordinators of various academic bodies are decided annually on a rotational basis. The Principal will announce the strategies to be deployed in the academic year based on the annual review and Core Monitoring Committee (CMC) report submitted by the IQAC and a detailed Academic Schedule is prepared. Result analysis and other academic matters are discussed in the Staff council and HOD meeting. Academic audit and teacher feedback are collected at the end of every semester by the IQAC chairperson.

Department Level: The departments prepare Action Plan for the year based on the guidelines of IQAC. Academic process based on the monthly report prepared by the faculty members is reviewed in department meetings. Head of the departments represents the progress of academic activities in the college council and in general staff meetings.

Faculty/Tutor Level: Teaching plan, teaching schedule and monthly reports are prepared by every faculty. The learning outcome of the student is analysed at the teacher level. Tutors will monitor and evaluate the result of each student under his/her group. The result of the continuous evaluation is informed by the tutor in PTA meetings conducted in each semester. Students' feedback is obtained by the IQAC on teaching process for review and evaluation.

File Description	Documents
Paste link for additional information	http://meskc.ac.in/iqac/
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://meskc.ac.in/iqac/aqar/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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 year

Various departments of MES Kalladi College has conducted diverse programmes to promote gender equity and of its significance in our culture, like "Fly with your own Wings" and "Tactics of Self Defence & Awareness of Cyber Security", "Gender Equity Program-Visualization Of Empowered Women: Empower Women", "Equality Has No Gender", "Gender Equity in Employment Sector" and "Gender Equality and Equity: An Introduction". The webinar titled "Power of Empowerment" and an "International Women Film Festival 2021" on International Women's Day has achieved to create a gender sensibility. National Webinars like "Imagining Gender in a Crisis Hit Society: Narratives during Pandemic", "Gender equity on mental health" and "Gender Equality: Challenges and Solutions" and an awareness class on "Menstrual Health and Hygiene" has achieved its goal.

Along with these, the college has occupied numerous facilities for the students, especially for girls to take care of their personal hygiene and the provisions in restrooms are friendly to transgender students also. The Women Cell is equipped to provide all the necessary items on emergency like sanitary napkins, hot bags etc.; they are stored in departments and it has addressed all the grievances to provide solutions to their mental and physical dilemma.

File Description	Documents
Annual gender sensitization action plan	http://meskc.ac.in/wp-content/uploads/2022/02/7.1.1-GENDER-EQUITY-PROGRAMME-AOAR-2020-21.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://meskc.ac.in/infrastructure/physical-facilities/

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

A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Go green with environment is the motto of our college especially in the case of waste management. The amount of 50 kilograms of waste per day properly separated to solid, liquid and e-waste, which is segregated and recycled through the effective waste management.

The paper, plastics, glass, metals, food wastes and others are collected by placing numerous waste bins at different locations in the campus. The biogas plant placed in college canteen and girl's hostel and the Vermicompost unit in the campus are useful to deposit the bio waste and the slurry generated from this is used as organic fertilizer in lawns and gardens.

Laundry and Canteen affluent waste are allowed to settle into the soil by collecting in separate septic pits and the filtered water from waste water filtration plant is useful for irrigation purposes. Concentrated acidic or alkaline solutions are neutralized before disposal. The organic waste yield of the college is limited till date and therefore treated with cow dung for decomposition.

Electronic gadgets are used at their maximum level through proper gradation and maintenance. Computer hardware parts like motherboards, memory chips, flip flops etc. and other related gadgets are recycled properly. E-waste management is properly executed through dealers by inviting tenders and other useless electronic devices are given away to scrap dealers twice a year.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

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

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	A. Any 4 or all of the above
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	A. Any 4 or all of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	View File

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

MES Kalladi College constantly focus on to provide maximum exposure for students in inclusive environment that is tolerance and harmony towards cultural, regional, linguistic, communal and other diversities. In this academic year also large number of such initiatives organized in campus. Programs like Keralam-Samootha Charithrayum Bhavi Vicharagalum organized by Department of History, International Arabic Day by Department of Arabic, Neeridam Namukorumichu by NSS Unit, and Menstrual Health & Hygiene by WDC and Cultural exchange festival with youngsters in Attappadi tribal Ooru by Mass Communication Department were remarkable initiative on this part.

Blood Donation Survey by NSS unit was an excellent outreach program. Volunteers collected names of people and their information who are willing to donate blood in their localities. The collected information were handover to Blood Donation Federation. Volunteers helped financially back ward families to find and repair electronic devices for children during covid-19 pandemic through Television Challenge.

These programs made our students aware of the socioeconomic and cultural diversities in the locality and made them realize the need of empowering every sector and their work itself was an inspiration to many other young citizens in the locality.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

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

Institution is keenly determined to mold both employees and students as responsible citizen by providing excellent awareness about constitutional obligations: values, rights, duties and responsibilities. Many programs under the NCC and NSS strictly adhere to the values in the constitution. All

departments in the college conducts seminars and workshops in Intellectual Property Rights and it clearly asserts the intention of keeping ethics in profession and research. It provides with the students and faculties to have a larger vision of constitutional values in academics. Webinar on Historical writing, Independence Day Celebration, 71st constitutional day, Republic Day, Gandhi Jayanti were literally aimed at giving clear light on constitutional obligations.

These programs resulted a great achievement in molding students by creating a sense of responsibility as a good citizen for the nation and it strengthened their commitment and bond for the nation's future. Apart from the theoretical knowledge, the students are confronted with these values and duties by participating in such programs

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://meskc.ac.in/students/club-forum-cell/
Any other relevant information	http://meskc.ac.in/iqac/

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. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff

4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

File Description	Documents
Code of ethics policy document	View File
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 File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

MES Kalladi College celebrates national and international days, events and festivals throughout the year with maximum effect. These programs always helped students to rethink and recreate their thoughts and views on different subjects. Celebrations and Awareness campaigns mainly conducted this academic year are Independence Day, Republic Day, Constitutional day, Yoga Day, Palliative care day, International Women's Day, Bird Watching Day, National Aids Day, World Environment Day, World Photography Day, World Food Safety Day, Pulwama Day, Breast Cancer Awareness Campaign- Detection & Treatment etc. Number other programs have conducted under different wings and departments too. Our institution reinforces the relevance of observing the national and international days of importance and thereby give the students a chance to widen their perspective of knowledge.

These socio-academic and historical programs helped students to inspire, educate and empower their own selves to a better understanding with a wide and deep knowledge of each specific subject. Campaign programs helped them to get first hand firsthand experience from the ground of reality and make them capable to be a responsible citizen too. Along with the departments the clubs and cells of our institution promotes such activities

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

BEST PRACTICE I

Understanding the mind of the locality

Objective of the Practice

- To increase the awareness of psychological changes that occur from childhood to adolescent age.
- To reduce the stigma towards mental illness
- To provide access to mental health facilities free of cost
- To arrange awareness programs for addressing the major issues faced by adolescence: suicide prevention, drug use, relationship issues, mobile- internet addiction
- To provide mental health support for each student
- For the personal and professional development of the students of the department of psychology through direct interaction with the society
- To increase knowledge of students on interdisciplinary approach of mental health and wellbeing
- To increase the exposure of students of the department towards general mental health concerns and therapeutic concerns among the adolescent population
- To address the mental health issues among the society
- To provide awareness of mental health issues and the importance of mental health
- To ensure the proper psychological well-being of each family in the above-mentioned panchayath as a whole
- To familiarize the students of the department with dynamics in various systems and processes of psychological testing

- To practice the management of group- group dynamics, leadership, group cohesiveness

The Context

The Department of Psychology is the newly sanctioned integrated program in our institution. Being a department that can provide various kinds of service to society, the department has a keen interest in taking initiatives to give activities within the local areas. It is with that intention they started their service of providing mental health care to the Kumaramputhur Panchayath in Mannarkkad. They extended their service by adopting a school in the panchayath. Their work was fully based on mental health and related issues. Various programs related to this service have been done under the initiative of students and faculties of the Psychology department. Along with the adoption, the department has also undertaken mental health survey and mental health literacy program in the same panchayath. It intends to stretch the service beyond an institution and to provide the benefit to the whole society.

The Practice

The practice was done on two-level, the first one is on the school and the second is on the panchayath. In the school, the target beneficiaries are students, teachers, and parents. For students, the practice comprises of learning disability assessment camp was conducted, and based on the assessment proper assistance was given to the students. Personality development classes are conducted to boost confidence among students. The practice identified anxiety issues and provided remedies to manage these issues by individual counseling. It conducted sessions to handle issues of exam anxiety, bullying, anger management, psychological changes of teenagers, addiction problems, and menstrual hygiene. For parents, the practice covered classes on various parenting styles and effective management of developmental disorders. For teachers, training sessions on managing differently-abled students and sessions on early detection of pervasive developmental disorder among students.

The second level of this practice was on the panchayath by undertaking mental health survey. It looked into the various mental health issues in society. It gives awareness of the various issues on suicide, drug use, relationship issues, mobile internet addiction, marital, and family issues.

Evidence of Success

The practice was a success because it gave awareness of mental health to the students in school and the local people in kumaramputhur panchayath. In school, the students find it very useful since in the contemporary scenario, they are facing so many psychological issues. They started to identify their individual problems and by attending the sessions, they gained the confidence to solve their own problems. Parents and teachers also found it useful because of the awareness they got from the program.

The survey was a great success because of its reach in the locality. The local people got awareness on various psychological and mental issues prevailed in the society. The practice gave exposure to the students of the Psychology department. They came to know about the different mental health issues in society and among school children.

Problems Encountered

The practice was among the school children and local community. Even though the practice was successful, it faced certain constraints like the continuous practice of counselling, noncorporation etc. The practice of giving proper mental health was basically based on its continuous monitoring of the affected one. Because of the unavailability of students during the pandemic context, further interaction after the program was done on the online platform. The mentors tried their best to give proper attention to the needy one but the shortage of direct interaction was a hindrance in the way of effective communication. Although the local community respond positively to the mental health survey, on certain occasions there faced obstacles because of the timidness of the people to share their real problems.

BEST PRACTICE II

Be Productive by Adopting

Objective of the Practice

- To eradicate poverty among the tribal people
- To empower the women population
- To provide basic educational improvement

- To attain total growth

The Context

Our institution, MES Kalladi College has a keen interest in extending its service into the society around its campus. The social activities initiated by the college provides students with an insight to the relevant social issues around us and give them an opportunity to make them address these issues with responsibility. The college adopted Chemmanur village of Attapadi Taluk. The village consists of 500 tribal people.

The Practice

The main objective of this mission is to provide holistic development to the society by addressing specific issues which act as a hindrance in the path of development. By adopting the village, the college intends to provide the village with the service of the students to the society and in turn it gives the students a better understanding of the condition around them. By incorporating the tribal section in our activities, the college extends its activities beyond the campus.

It firstly looks into the issues of poverty eradication. The community faces poverty even though they are having government support to eliminate it. Proper guidance and planning will give them an opportunity to make themselves equipped to face the issue and thereby eradicate poverty.

The second objective of this mission is to empower the female community in the village. They are facing multi-layered issues like health problems, violence, suppression etc. Health issues that are prevalent among the females in the tribal community include malnutrition, drug addiction and maternal mortality. These issues are addressed with the aid of the MES health centre in Attapady. Through proper awareness, medication, and nutrition plans, problems can be addressed and rectified.

The next issue addressed in this practice is the provision for basic educational improvement in the community. This is done with the help of MES private institute and their facility. Basic literacy facilitation is the main aim of this program. It also intends to enhance knowledge about the importance of education in society among the young generation and thereby help them find a proper facility for basic education.

The last aim of this practice is to get a wholistic improvement in the socio, cultural and educational milieu of tribal communities in the village. It promotes their participation to make them come to the forefront of society.

Evidence of Success

Our institution conducted many programs in the tribal area of Attapady. This gives a positive outlook on the present program. The programs related to health, poverty eradication and women empowerment conducted in connection with this practice gave them an awareness of the issues related to these matters. The reason for poverty and the remedy to be taken to eliminate it is addressed in the program. empowerment through the addressal of various problems they faced in the society is the goal achieved through the practice. Basic literacy programs and educational improvement programs were successful in their aim to lift the awareness of the importance of education in societal development.

Problems Encountered

The main hindrance faced by the practice is the specialty and uniqueness of the area. Even though it is the peculiarity of the culture and practice which makes the area different from other locality nearby college, it also poses an obstacle in advocating such programs. Their cultural exclusiveness and reluctance to embrace external practices into the community is a threat to the practice. The lack of interest to imbibe new matters into society is another problem that caused a threat.

File Description	Documents
Best practices in the Institutional website	http://meskc.ac.in/campus/best-practices/
Any other relevant information	http://meskc.ac.in/

7.3 - Institutional Distinctiveness

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

The Special School to be propounded by MES in the tribal area of Attapadi, is with the design that everybody should get the maximum benefit of education irrespective of their ability to

grasp. Children, the gifts of God and the spring of virtuousness, are the founding stones of the society. Caring a child is very unique whereas caring a differently abled one or special children are very exceptional. Special children need more care and notice to develop their skills and behaviour. Their ability to well behave in a society can be developed through correct orientation, which will be enabled with the management and staff of MES. In the situated tribal area people are not in a position to catch maximum outreach through education, where promoting the differently abled ones is a tough task, which is taken as a prestigious concern by the staff and management of the college. The aim of this institution is to take the maximum from their minds to create a good individual to stand worthy among the well-behaved culture.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

- 1 More number of research oreinted programmes
2. Faculty oriation programmes for the overall developemnt of faculty
3. More number of courses
4. Gender awareness and enviornmental sustainability programmes
5. More number of green initiative programmes
6. Structured oreination programmes for faculty
7. 24 hours IT Park