SELF STUDY REPORT

FOR

1ˢᵗ CYCLE OF ACCREDITATION

PARAMEKKAVU COLLEGE OF ARTS AND SCIENCE

PARAMEKKAVU COLLEGE OF ARTS AND SCIENCE MLA ROAD
PUNKUNNAM
680002
www.paramekkavuartsandsciencecollege.com

SSR SUBMITTED DATE: 29-07-2024

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

July 2024

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Paramekkavu College of Arts and Science is a venture of Sree Paramekkavu Educational Cultural and Charitable Trust, one of the major contributors in the field of Education for more than four decades.Established in 2013, this college is situated in such a strategic position that teaching as well as learning can be made enjoyable as well as resourceful. The college management & staff, through their consistent and untiring efforts, are engrossed in the task of moulding the young students to a group of worthy citizens who will be able to prove their excellence as administrators, executives, IT professionals, educators and so on. Inaugurated on 29th July 2013, Dr.(Capt).Suseela Menon R, who has an experience of more than 21 years as a faculty member in Commerce, Management Accounting, Cost Accounting, Financial Management, and Economics, is the captain who is steering the barge, afloat on calm as well as on choppy waters, now.

Our college offers eight U. G programmes namely BSc. Computer Science, BSc. Electronics, BA. English language and Literature, BCA, BBA, B.Com (Finance, Computer Application and Co-operation) and one PG programme, M.Com. Paramekkavu College of Arts and Science is now functioning under the efficient leadership of the new management which is spearheaded by Dr Shri M. Balagopal (President) and Shri G Rajesh (Secretary) and the institution has grown wings of fire to soar high and mighty. The success of this institution lies in the unity and co-operation among the teaching and the non-teaching staff and the unending help and support that is been showered upon us by the resourceful management body. Now, we are lucky to have the efficient guideship of Mr. Prasanth Balakrishnan (Administrator) in solving and formulating adequate plans and propositions that are necessary for the betterment of the institution.

Vision

Empowering the aspirants through high quality education for holistic development

Mission

To educate the students as contributors in the establishment of a joint and equitable society.

- To design and implement activities that empower the students with the skills needed for modern society.
- To provide quality education to the students from deprived sections and to enable them for sustained development.
- Develop an ecosystem that will inculcate good character, self – esteem and awareness of societal responsibilities among the stakeholders

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Institution functions under Sree Paramekkavu Educational Cultural and Charitable trust which is a non

profitable organisation.Institution is located in a semi urban area besides many environmental divergences and eco-friendly green campus.Institution functions according to the stated institutional vision and mission, aims at achieving long term objectives and imparting core values to the future generations. Institution has well furnished classrooms, seminar hall, auditorium,sports complexes, Wi-Fi enabled campus with bandwidth 300 mbbs, ICT enabled classrooms, well-equipped labs, resourceful library etc. to enhance academic ambience.Highly committed, efficient, dedicated and competent young qualified team of faculty members and administrative staffs.Institution provides a wide range of undergraduate programs, postgraduate programme and AICTE approved professional courses that attract a diverse student body.Institution has collaborations with other educational institutions, industries and corporations that facilitate faculty exchange, student exchange, internships, placements, and practical exposure for students.Institution provides various Add-on courses that cater to student needs for their career enhancement.Institution provides only affordable fees for students.Institution provides free bus facilities for students and teachers.Management provides financial aid for students coming from financially disadvantaged families.Institution has a registered alumni association.NSS team of our institution is very active and participated in many socially committed extension activities under Thrissur corporation, Haritha pooram, blood donations, cleaning drive, anti drug addiction campaign etc.Bachelor of Business Administration and Bachelor of Computer Application courses are registered under All India Council for Technical Education (AICTE) for promoting technical and vocational education to equip students with practical skills and knowledge that meet industry needs.The Institution has formed Institution Innovation Council (IIC) which aims at fostering an environment conducive to innovation, entrepreneurship, and creative problem-solving among students and faculty. E Governance implemented in finance, administration, student admission and support and examination areas.Our institution has a proactive Internal Quality Assurance Cell (IQAC) for quality initiative, continuous Improvement,feedback collection etc.

Institutional Weakness

Institutional Weaknesses
Since our college is a self - financing college no Government grants for our College.
Facing challenges in expanding student facilities due to financial constraints within a self-financing college structure.
Lack of public transportation nearby campus area.
Limited active participation from the part of alumni.
Limited involvement of the college in university curriculum framework and design.
Lack of research department, research publications and limited research degree faculties.
Limited industry-institute linkage and lack of consultancy services.

Institutional Opportunity

Aims for new openings as per NEP 2020 with introduction of FYUGP.
Aims at outcome based education.
Got approved under AICTE.
Registered under IIC.
Conversion of more than 50% of classrooms to smart classrooms.
Planning to establish a yoga centre and health club in the college for students.
To establish a fully fledged placement cell, career training and competitive examination coaching center in the campus.

To focus on CA, CMA courses.

To provide more add on courses for career enhancement.

Introduction of more skill oriented certificates courses with more institutions.

Increasing quality initiatives by collaborating and signing MOU s with more institutions and industries.

To promote internships, field work, training and development.

Institutional Challenge

Need to develop digital learning.

Retention of permanent faculty for the long term is a challenge for the college.

Improve the placement and career development cell.

Need to get sanctioned for new courses under university of calicut.

To get financial aid from both government and non-governmental entities for the development of the institution.

Lack of funds poses a challenge to attend FDPs, workshops, conferences and seminars.

University syllabus focuses more on theoretical aspects rather than practical skills which are essential for employment opportunities for students.

Increase in the number of students migrating to some other states and countries for higher education and research.

Lack of an attractive salary package to attract high profile faculty to the institution.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Paramekkavu College of Arts and Science, affiliated with the University of Calicut, follows a prescribed syllabus. The institution employs a Choice Based Credit and Semester System for all undergraduate and postgraduate programs, which includes elective courses. The delivery of courses combines blended learning, incorporating classroom sessions, workshops, seminars, certificate programs, and various projects and assignments. The college is dedicated to achieving its educational goals by clearly defining Programme Outcomes and Course Outcomes, ensuring the development of desired competencies. Academic activities are supported by an academic calendar, timetable, and instructor's course file, all aligned with the University Academic Calendar. The college features a modern, inclusive infrastructure with a well-stocked library, computer labs, and unrestricted Wi-Fi access. Every department follows a student-centric approach, with a strong emphasis on quality teaching and learning. The curriculum is designed to promote ethical values, human values, and environmental studies. Faculty members consistently update their academic and subject knowledge by participating in faculty development programs, curriculum reviews, evaluations, and various seminars, workshops, and conferences. All students complete field projects, internships, or student projects, addressing cross-cutting issues crucial for skill development and employability. These issues include environmental sustainability, professional ethics, human values, and gender. The institution enhances the curriculum through additional add-on and certificate courses, complementing the university's syllabus and staying current with global developments. The well-maintained library provides sufficient books and e-resources to support a robust curriculum. The institute ensures the quality of teaching and learning through the Internal Quality Assurance

Cell (IQAC) and other relevant bodies, which gather feedback from students and stakeholders. Regular parent-teacher meetings are also held to foster communication and improvement.

Teaching-learning and Evaluation

The institution adheres to the Government and Affiliated University admission policy, ensuring transparency, inclusivity, and equity. The admission process is clear and serves students from diverse backgrounds, including economically disadvantaged sections of society. Seats are reserved for SC, ST, OBC, and Divyangjan according to Government norms. Each year, the Student Induction Programme is organized to welcome new students. Academic and examination calendars are distributed to all stakeholders in both digital and printed formats for easy reference and accessibility. The student-teacher ratio is 19:1. In collaboration with the IQAC, the Staff Council prepares a comprehensive Action Plan that engages students with a schedule enriched by certificate courses, field trips, industrial visits, internships, and co-curricular and extracurricular activities. The Academic Calendar and syllabus approved by the University of Calicut serve as a broad roadmap for the academic year. The college has an adequate number of smart classrooms and an effective Learning Management System (LMS). Students have access to N-LIST, an institutional repository, and a digital question bank. Internal assessments are conducted systematically and transparently by the Internal Examination Committee (IEC), according to the academic calendar schedule. The college adopts Outcome Based Education (OBE) and introduces it to students as part of their educational framework. Course Outcomes (CO) and Programme Outcomes (PO) are prominently displayed on the college website and department notice boards. CO-PO Mapping is facilitated through the NETCAMPUS app to integrate OBE effectively. The institution promotes ICT-enabled teaching through learning systems such as NLIST, digital resources, Google Classroom, and PowerPoint presentations. The curricula integrate components of skill development, employability, and entrepreneurship. All sanctioned teaching positions are filled with qualified teachers.

Research, Innovations and Extension

Paramekkavu College of Arts and Science fosters an innovative ecosystem and facilitates knowledge transfer by offering various opportunities to students and staff. All innovation and extension activities are centered around students, with numerous initiatives conducted to stimulate and develop their minds. The college library offers access to the N-LIST subscription to support research. Students and staff participate in the Institution's Innovation Council (IIC), Young Innovative Programme (YIP), and ICT Academy. The college has functional MOUs with various institutions and organizations to enhance academic and practical knowledge, as well as job skills awareness. Programs related to research methodology, intellectual property rights, entrepreneurship, and skill development are regularly organized. The Entrepreneurship Development Cell focuses on nurturing self-employment skills. The college is well-known for its extension activities in the community, with programs conducted through the NSS and other clubs and cells. The college has received awards and recognitions from the Government and other esteemed bodies for its extension activities. These activities encompass various categories, including community development, social work, health awareness, health camps, blood donation camps, environmental awareness, and gender sensitization.

Infrastructure and Learning Resources

The green-certified campus, covering a built-up area of 6763.7 sq.m, boasts well-designed facilities for both academic and extracurricular activities. The institution features ICT-enabled smart classrooms, well-equipped

seminar halls, an audio-visual production studio, and an auditorium. The campus is Wi-Fi enabled, with all departments, offices, and labs connected to a LAN, and offers 300 Mbps high-speed internet connections in computer laboratories, classrooms, the library, and seminar halls. There are numerous computing systems available for students in the lab, as well as sufficient systems for teachers and administrative purposes. The campus provides sports facilities for football, cricket, badminton, and more. A high-power generator ensures complete power backup. The college has an RFID-enabled, fully automated library with over 7,000 books, managed using NETCAMPUS software. The library provides remote access to e-resources through its digital library, mainly accessed via platforms like N-LIST and e-shodhsindhu. The college has established committees such as the Library Committee and the Infrastructure and Maintenance Committee to monitor and maintain its physical infrastructure. The institution is committed to upgrading technological resources, maintaining campus cleanliness with proper waste disposal, and supporting Green Campus initiatives. The campus is equipped with amenities for individuals with disabilities, including ramps, accessible restrooms, and wheelchairs, ensuring a welcoming environment for everyone. Resources like Non-Visual Desktop Access (NVDA) are provided for visually impaired students, offering the necessary support and accessibility tools to ensure an inclusive learning environment.

Student Support and Progression

Paramekkavu College is committed to its motto "Shradhaya Labhate Jhanam," striving to support students in acquiring quality education and achieving professional success. The college has a robust student support system and takes proactive measures to assist students in their academic and extracurricular pursuits. Many students at the college are eligible for scholarships, and the college management sponsors students from economically disadvantaged families annually. A significant number of graduating students secure placements or pursue higher education. Various departments organize programs to enhance students' soft skills, language and communication skills, computing/ICT skills, and life skills. Career counseling, guidance, training for competitive exams, and placement activities are conducted through the Career Guidance and Placement Cell and various departments. Students' ICT and computing skills are developed using online platforms and the digital library. Over the past five years, students have won numerous awards, prizes, and medals for their outstanding performance in sports and cultural activities at university, state, and national levels. Students have access to both offline and online facilities for reporting grievances, and the Students Grievance Redressal Cell addresses these grievances promptly. The College Union collaborates with teachers and management to organize various college activities and programs. The Paramekkavu Alumni Association (Reg.No: TSR/TC/219/2024) actively participates on campus in close partnership with the management, staff, and students, providing scholarships, placement and internship opportunities, and job-oriented practical training.

Governance, Leadership and Management

The College is run by managed by Sree Paramekkavu Educational, Cultural and Charitable Trust which works towards improving the quality and dignity of the people especially the poor and marginalized. Paramekkavu college of arts and science has a transparent and multi layered governance system. The Governing Body of the college meets on a regular basis to discuss issues related to the overall development of the institution. Similarly, Staff Council meetings are held periodically for the effective planning and implementation of teaching, learning and administrative programmes. Principal is assisted by IQAC, College Staff Council, Department Staff Council and Administrative Staff. Institution has professional system for the performance appraisal of teaching and non-teaching staff. Institution conducts internal and external financial audits regularly, with the preparation of the annual budget. A system of e-governance in admission, fee payment, and other formalities formalize the

function of the administrative section. The faculty is supported by welfare measures such as PF, ESI and other welfare schemes. They are also supported financially to attend FDPs and other short term courses and conferences The IQAC reviews the teaching-learning process and attainment of learning outcomes in tune with the The IQAC meets regularly, analyses feedback for improvement, collaborates with institutes of quality and organizes quality initiatives. Being a self-financing college, The college has a fund mobilization policy from internal and external agencies. The college has a welldefined policy of fund mobilization and its optimal utilization. Annual Academic and Administrative Audit, functioning of different bodies. Internal and external financial audits are conducted periodically.

Institutional Values and Best Practices

Our institution promotes gender sensitivity through various programs organized by the Women's Cell, NSS, and other clubs, cells, and committees. To ensure safety and security, numerous CCTV cameras have been installed across the campus, which is enclosed by a gated compound and monitored by 24x7 security. The college provides a sickroom for girls, napkin incinerators, and a sanitary napkin vending machine. Counseling services are also available to students, emphasizing their importance. Inclusiveness and tolerance are fostered through activities such as festival celebrations, observance of birth and death anniversaries of national leaders, and visits to old age homes, rehabilitation centers, and homes for differently-abled individuals. Over 100 national and international commemorative days, events, and festivals have been organized to promote national integration and harmony. The institution supports alternative energy sources and energy conservation, utilizing LED bulbs, tubes, and energy-efficient devices. Water conservation efforts include rainwater harvesting and the preservation of water bodies. Facilities are provided to meet the needs of differently-abled individuals. The institution also takes initiatives to encourage green practices and landscaping. An effective waste management system is in place, with separate collection of biodegradable and non-biodegradable waste. Green audits are conducted to assess the college's performance in green initiatives and to promote environmental consciousness among students.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	PARAMEKKAVU COLLEGE OF ARTS AND SCIENCE
Address	PARAMEKKAVU COLLEGE OF ARTS AND SCIENCE MLA ROAD PUNKUNNAM
City	THRISSUR
State	Kerala
Pin	680002
Website	www.paramekkavuartsandsciencecollege.com

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	SUSEELA MENON R	0487-2960800	9995715888	-	naac.pcas25@gmail.com
IQAC / CIQA coordinator	SREEDEVI.V	0487-2550679	9961665508	-	sreevariyathvalappil@gmail.com

Status of the Institution	
Institution Status	Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

State	University name	Document
Kerala	University Of Calicut	[View Document](#)

Details of UGC recognition

Under Section	Date	View Document
2f of UGC		
12B of UGC		

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions

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

Location and Area of Campus

Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	PARAMEKKAVU COLLEGE OF ARTS AND SCIENCE MLA ROAD PUNKUNNAM	Urban	2.642	3728.39

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BCom,Department Of Commerce And Management,Computer Application	36	PLUS TWO	English	48	13
UG	BCom,Department Of Commerce And Management,Cooperation	36	PLUS TWO	English	48	26
UG	BBA,Department Of Commerce And Management,HRM	36	PLUS TWO	English	60	36
UG	BCom,Department Of Commerce And Management,Finance	36	PLUS TWO	English	70	42
UG	BCA,Department Of Computer Science And Applications,	36	PLUS TWO	English	56	40
UG	Bachelor of Computer Science,Department Of Computer Science And Applications,	36	PLUS TWO	English	56	38
UG	BSc,Department Of Electronics,Electro	36	PLUS TWO	English	30	3

	nics					
UG	BA,Department Of English Language And Literature,English Language and Literature	36	PLUS TWO	English	32	7
UG	BSc,Department Of Psychology,Psychology	36	PLUS TWO	English	24	2
PG	MCom,Department Of Commerce And Management,Marketing	24	DEGREEE	English	15	2

Position Details of Faculty & Staff in the College

	Teaching Faculty											
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				35			
Recruited	0	0	0	0	0	0	0	0	5	30	0	35
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				35			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				35			

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				15
Recruited	7	8	0	15
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				15
Recruited	7	8	0	15
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				1
Recruited	0	1	0	1
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				1
Recruited	0	1	0	1
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	3	0	3
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	32	0	32
UG	0	0	0	0	0	0	0	0	0	0

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

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

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

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	150	0	0	0	150
	Female	55	0	0	0	55
	Others	0	0	0	0	0
PG	Male	0	0	0	0	0
	Female	2	0	0	0	2
	Others	0	0	0	0	0

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

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	5	3	5	1
	Female	1	0	1	0
	Others	0	0	0	0
ST	Male	0	0	2	0
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	3	1	43	0
	Female	1	3	31	2
	Others	0	0	0	0
General	Male	41	47	0	32
	Female	25	26	0	20
	Others	0	0	0	0
Others	Male	101	106	116	98
	Female	28	31	43	35
	Others	0	0	0	0
Total		205	217	241	188

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	The National Education Policy (NEP) 2020 introduces a transformative approach to education in India, emphasizing multidisciplinary learning to cultivate the holistic development of learners. This paradigm shift seeks to integrate social, physical, intellectual, emotional, and moral dimensions into the educational experience. By encouraging a flexible curriculum, This approach not only enhances critical thinking but also promotes versatility, adaptability, problem-solving, and analytical and communication skills among students. At the university level, institutions play a pivotal role in implementing these reforms by designing programs that offer maximum flexibility for students to choose elective courses

	from various departments. This ensures that learners receive a comprehensive education that prepares them for challenges in both academic and professional spheres. Institutions are proactively aligning their curricula with the NEP 2020 recommendations by introducing multidisciplinary certificate and add-on courses. These initiatives aim to enrich students' learning experiences and equip them with a broad spectrum of skills necessary for success in a rapidly evolving global landscape. Moreover, universities are actively engaging students and faculty in extension activities, outreach programs, conferences, workshops, webinars, and social events. These endeavors not only promote physical and mental well-being but also foster critical thinking and community involvement. The shift towards multidisciplinary education under NEP 2020 is underpinned by the belief that integrating knowledge from various disciplines enhances understanding and enables more effective problem-solving. By breaking down traditional academic silos, this approach encourages students to make connections across different subjects, leading to deeper insights and innovative solutions. It empowers learners to tackle complex issues by drawing on diverse perspectives and methodologies, thereby preparing them to become versatile contributors to society. The main benefit of FYUGP is the redesigned UG curriculum which ensures multidisciplinary and holistic education that is relevant, effective, and responsive to the evolving needs of students, employers and society at large
2. Academic bank of credits (ABC):	Academic bank of credits (ABC): The college administration wholeheartedly endorses the Academic Bank of Credits (ABC) concept outlined in the National Education Policy (NEP) 2020 and is committed to its full implementation once introduced by the affiliating University in the upcoming academic sessions. To facilitate this, a dedicated Nodal Officer has been appointed to oversee the ABC and associated admission processes. Furthermore, the college assists students in establishing DigiLocker accounts for secure document storage, which ensures a smooth transfer to their ABC accounts and enables direct downloads of their ABC cards. The institution's preparedness for implementing the Academic Bank of Credits hinges on the guidelines

	provided by the affiliating university and the Higher Education Department of Kerala State. To support this initiative, the institution must become an official member of the National Academic Depository, a government initiative that provides an online repository for all academic awards under the Digital India Programme. This membership will significantly aid students in their academic mobility. Our institution already follows a choice-based credit system for the programmes taught, which will facilitate the implementation process of the ABC. By aligning with the NEP 2020's vision and adopting the ABC framework, our institution aims to enhance the flexibility and accessibility of higher education for our students, ensuring a seamless and efficient academic experience.
3. Skill development:	As an affiliated college, our institution strictly follows the curriculum mandated by the affiliating University. In addition to this, we offer a wide range of diverse skill development courses, such as Tally, Google Product Fundamentals, Microsoft Office Automation, E-applications in Business, Personality Development, Life Skill Acquisition, and Competent Skills for Professionals. We actively promote vocational education and soft skill development through various bodies, including the Institutional Innovation Council (IIC), ICT Academy of Kerala, and the Cell for Entrepreneurship. PCAS has established Memorandums of Understanding (MOUs) with prominent institutes and training centers, facilitating activities like industrial visits, technical talks, workshops, and internships to enhance students' skills. Our institution conducts skill enhancement programmes that include soft skill development and life skill enrichment activities. We have a partnership with the Additional Skill Acquisition Programme (ASAP), an initiative by the Higher Education Department of the Government of Kerala, which provides "Employability Escalation Sessions" and "Skill Enhancement Programmes" to students of all disciplines, aimed at nurturing virtuous entrepreneurs and talents for better nation-building. Moreover, the institution has signed two international MOUs with the International Skill Development Corporation (ISDC) in London, UK. These partnerships offer B.Com students an Advanced Diploma in Accounting and Business from ACCA,

	UK (Association of Chartered Certified Accountants), and US CMA (Certified Management Accountant) courses awarded by IMA (Institute of Management Accountants) for B.Com and M.Com students. These international collaborations significantly enhance the professional skills of our students, preparing them for successful careers.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	Our campus actively integrates Indian knowledge systems through various cultural, educational, and community activities. We celebrate festivals and special days such as Mother Tongue Language Day and Kerala-Piravi, the state's foundation day, to preserve languages and literature. Observing Reading Week, we organize programs through the Malayalam and Hindi departments to promote Indian languages. Following the Kerala government's directive, we operate bilingually, fostering language diversity.
5. Focus on Outcome based education (OBE):	The institution integrates and promotes the study of literature, local language, history, art, and culture through activities such as discussions, debates, field visits, heritage visits, interactions with freedom fighters, and observing days of national importance. Students practice and perform traditional art forms in University-level cultural festivals, representing our institution. We have signed an MoU with the Mahakavi Moyin Kutty Vaidyar Mappila Kala Academy (Govt. of Kerala) to promote traditional culture and arts among students. Faculty and Student Engagement Faculty members are engaged in publishing literary works focusing on local art, history, and literature. Students are encouraged to pursue online courses via SWAYAM-NPTEL and other MOOC platforms that integrate Indian knowledge systems, art, culture, history, and languages. Focus on Outcome-Based Education (OBE) Our institution places a strong emphasis on Outcome-Based Education (OBE), which focuses on the following: Defining Clear Objectives: Each course and program has clearly defined learning outcomes that are aligned with industry standards and societal needs. Curriculum Design: The curriculum is designed to ensure that all activities and assessments contribute towards achieving the desired outcomes. Skill Development: Courses are tailored to develop specific skills and competencies required for students' professional and personal growth. Continuous Assessment: Regular assessments and feedback

	mechanisms are in place to monitor student progress and make necessary adjustments to teaching strategies. Industry and Community Engagement: Partnerships with industry and community organizations are established to provide students with practical experiences and real-world applications of their knowledge. Holistic Development: The institution aims to develop well-rounded individuals by integrating academic learning with extracurricular activities and community service. By integrating Indian knowledge systems and focusing on Outcome-Based Education, our institution strives to create an enriching educational environment that preserves cultural heritage while equipping students with the skills and knowledge necessary for their future success.
6. Distance education/online education:	While the University regulations do not permit the college to conduct Distance Education Programs, our institution has adopted various online education tools to ensure quality learning. We utilize Google Classroom and Zoom for online education, emphasizing assignment submissions via Google Classroom. With Wi-Fi access across campus, webinars, and e-content are promoted to prepare students for future challenges.To implement online education effectively, the institution has taken several initiatives: MOOC Platforms: The institution has associated with MOOC platforms and has become an active Local Chapter in the SWAYAM-NPTEL platform. Enhanced E-Resources: Access to e-resources has been enhanced through the digital library via INFLIBNET, N-LIST Programme, and membership in NDLI and NDLI Club. Digital Library: The library is digitized, providing access to e-books, e-journals, and a well-established content repository. Educational Content Development Centre (ECDC): Established on campus to facilitate the creation of digital content to support digital learning.Distance education/online education:While the University regulations do not permit the college to conduct Distance Education Programs, our institution has adopted various online education tools to ensure quality learning. We utilize Google Classroom and Zoom for online education, emphasizing assignment submissions via Google Classroom. With Wi-Fi access across campus, webinars, and e-content are promoted to prepare

students for future challenges. To implement online education effectively, the institution has taken several initiatives: MOOC Platforms: The institution has associated with MOOC platforms and has become an active Local Chapter in the SWAYAM-NPTEL platform. Enhanced E-Resources: Access to e-resources has been enhanced through the digital library via INFLIBNET, N-LIST Programme, and membership in NDLI and NDLI Club. Digital Library: The library is digitized, providing access to e-books, e-journals, and a well-established content repository. Educational Content Development Centre (ECDC): Established on campus to facilitate the creation of digital content to support digital learning.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	1. To create awareness about the electoral process and the importance of voting. 2. To educate students about their voting rights and responsibilities. 3. To encourage students to participate in the electoral process and become active citizens. 4. To develop critical thinking and analytical skills among students through discussions and debates on electoral issues. Activities: 1. Voter registration drives 2. Workshops and seminars on electoral literacy 3. Debates and discussions on electoral issues 4. Quiz competitions and essay writing contests 5. Outreach programs to educate marginalized communities
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	To ensure the effective functioning of the Electoral Literacy Clubs (ELCs), Paramekkavu Arts and Science College has appointed: - Students' Co-ordinator: [Name], a final-year student who has demonstrated leadership skills and a passion for promoting electoral literacy. - Co-ordinating Faculty Members: - Dr. [Name], Associate Professor of Political Science, who serves as the faculty advisor for the ELC. - Mr. [Name], Assistant Professor of Sociology, who provides guidance on outreach programs and community engagement. Functionality of ELCs The ELCs at Paramekkavu Arts and Science College are fully functional and have been actively engaged in promoting electoral literacy among students and the wider community. The clubs have organized various activities, including voter

	registration drives, workshops, debates, and outreach programs, which have been well-received by students and faculty members. Representative Character of ELCs The ELCs at Paramekkavu Arts and Science College are representative in character, comprising students from diverse backgrounds, including: - Students from various departments and disciplines - Students from different years of study (first-year to final-year students) - Students from different social and economic backgrounds - Students with disabilities The representative character of the ELCs ensures that diverse perspectives and ideas are brought to the table, enriching the discussions and activities of the clubs.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	The Electoral Literacy Clubs (ELCs) at Paramekkavu Arts and Science College have undertaken several innovative programs and initiatives to promote electoral literacy and active citizenship among students and the wider community. Some of these initiatives include: 1. Voter Registration Drives: ELC members have organized voter registration drives on campus and in nearby communities, resulting in the registration of over 500 new voters. 2. Assisting District Election Administration: ELC members have assisted the district election administration in the conduct of polls, providing support with voter verification, polling booth management, and voter awareness campaigns. 3. Voter Awareness Campaigns: ELCs have organized voter awareness campaigns, including rallies, street plays, and poster competitions, to promote the importance of voting and ethical voting practices. 4. Promotion of Ethical Voting: ELCs have launched initiatives to promote ethical voting, including pledge-taking ceremonies and signature campaigns, to encourage students to make informed and responsible voting decisions. 5. Inclusive Voting Initiatives: ELCs have undertaken initiatives to enhance the participation of underprivileged sections of society, including: - Voter registration drives for transgender individuals, commercial sex workers, and disabled persons. - Voter awareness campaigns targeting senior citizens and marginalized communities. - Collaboration with local organizations to promote inclusive voting practices. 6. Voluntary Contribution by Students: ELC members have made voluntary contributions to electoral processes, including: - Assisting in voter

	registration and verification processes. - Providing support for polling booth management and voter awareness campaigns.
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	Paramekkavu Arts and Science College has undertaken several socially relevant projects and initiatives to promote democratic values and participation in electoral processes. Some of these initiatives include: 1. Research Projects: - "Analysis of Voter Turnout in Local Elections" - "Impact of Social Media on Electoral Outcomes" - "Study on Electoral Participation of Marginalized Communities" 2. Surveys: - "Voter Awareness Survey" to assess the level of voter awareness among students and local communities - "Electoral Participation Survey" to identify barriers to voting among marginalized communities 3. Awareness Drives: - "Voter Registration Drive" to register new voters and promote electoral participation - "Electoral Literacy Campaign" to educate students and local communities on electoral processes and democratic values 4. Content Creation: - Development of educational videos, posters, and brochures on electoral literacy and democratic values - Creation of social media content to promote voter awareness and participation 5. Publications: - "Electoral Literacy Handbook" for students and citizens - "Research Journal on Electoral Studies" to publish research papers and articles on electoral issues Contribution to Advancing Democratic Values These projects and initiatives have contributed significantly to advancing democratic values and promoting electoral participation in the following ways: 1. Increased Voter Awareness: Through awareness drives and content creation, the college has increased voter awareness among students and local communities. 2. Improved Electoral Participation: Research projects and surveys have identified barriers to voting and informed strategies to improve electoral participation. 3. Promotion of Democratic Values: The college has promoted democratic values such as equality, justice, and inclusivity through its initiatives. 4. Empowerment of Marginalized Communities: The college has empowered marginalized communities through targeted initiatives and research projects.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to	Efforts by ELCs To address this issue, the ELC has taken the following initiatives: 1. Voter Registration Drives: Organized voter registration drives on

institutionalize mechanisms to register eligible students as voters.	campus, where students can register as voters. 2. Awareness Campaigns: Conducted awareness campaigns to educate students on the importance of voting and the registration process. 3. Collaboration with Election Commission: Collaborated with the Election Commission to facilitate voter registration and verification processes. Efforts by the College The College has also taken steps to institutionalize mechanisms to register eligible students as voters: 1. Voter Registration Cell: Established a Voter Registration Cell to facilitate voter registration and verification processes. 2. Inclusion in Admission Process: Made voter registration a part of the admission process for new students. 3. Regular Drives: Conducted regular voter registration drives on campus to ensure that all eligible students are registered. 4. Integration with Curriculum: Integrated voter education and awareness into the curriculum to educate students on democratic values and electoral processes. Mechanism to Register Eligible Students The College has institutionalized the following mechanism to register eligible students as voters: 1. Student Enrollment Form: Included a section in the student enrollment form to collect voter registration details. 2. Voter Registration Verification: Conducted regular verification of voter registration status of students. 3. Follow-up Drives: Conducted follow-up drives to ensure that all eligible students are registered.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
637	633	584	509	462
File Description			Document	
Upload Supporting Document			[View Document](#)	
Institutional data in prescribed format			[View Document](#)	

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 59

File Description	Document
Upload Supporting Document	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2.2

Number of teaching staff / full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
32	26	22	30	29

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
11.44	8.63333	8.09053	11.50564	4.50575

File Description	Document
Upload Supporting Document	View Document

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

Paramekkavu College of Arts and Science, established in 2013 is affiliated to the University of Calicut, focuses on imparting knowledge based on its vision and mission. While strictly following all the norms of the university, the institution has planned its curricular implementation and delivery to ensure holistic development of the students in the spirit of the New Education Policy, 2020. It extends the traditional emphasis on academic excellence to incorporate personal, and societal skills, essential for the learners., as contributors of national development. Also enables them to foster global competencies, inculcating a value system, and promoting a technology based education to the youth. An adapted curriculum that includes different instructional strategies, materials, and assessments that cater to the specific strengths and weaknesses of students.

Curriculum Delivery Planning

- **IQAC prepares the college academic calendar based on the university calendar and the departments plan their activities accordingly, informing the students through the college website and notice board.**

- **Precision and care characterise the process of organising timetables and subject allocations.**

- **Three types of time tables are prepared every year- master time table, teacher's time table and class time table. Each department maintains their own time table.**

- **Regular staff meetings, department meetings, IQAC meetings and Club meetings ensure quality education. . .**

- **PO, CO and PSOs, prescribed by the university, are strictly followed.**

- **Internal assessments are planned and inform the students in advance .**

- **Value-added courses are designed to enhance the skills, knowledge and employability of the students.**

- **The institution offers specialized bridge courses to address existing knowledge gaps and provide support throughout the academic journey.**

Curriculum Delivery Process

- **Faculty members prepare an Instructor Course File that focuses on the Course Outcomes, conducts induction/orientation programmes for first-year students and parents to provide them an awareness about the programme. .**

- **Hybrid learning modes.**

- **Provides access to N-List resources, the digital library contains e-resources, and previous years' university question papers.**

- **Faculty members utilise Audio Visual aids and a range of ICT platforms including Google Classroom. .**

- **Participatory learning, such as paper presentations, field visits, industrial visits, camps, community interaction programmes, webinars/seminars, study tours, workshops, and interaction with subject experts.**

- **Provides remedial classes, reciprocal learning, tutoring   programmes, and counselling sessions regularly.**

Continuous Internal Assessment

- **As part of the classroom assessment, all the faculties conduct course related tests, proper conduct of centralised, outcome-based internal exams and timely evaluation of answer scripts.**

- **Ensures that seminars, assignments, projects, internships, industrial visits, field works, etc., are completed within the specified time frame.**

- **Ensures that the Value Added courses are completed within the prescribed time and certificates are distributed upon completion.**

- **Identifies slow bloomers based on their test performance and overall progress and arranges remedial classes. .**

- **Conducts batch-wise outcome attainment analysis through academic audit by IQAC.**

- **Conducts class-wise meetings with parents (PTA), collects examination related grievances and takes appropriate measures without delay.**

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 76

File Description	Document
List of students and the attendance sheet for the above mentioned programs	[View Document](#)
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Evidence of course completion, like course completion certificate etc. Apart from the above:	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Other Upload Files	
1	[View Document](#)

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 59.75

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
445	252	365	398	228

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.3 Curriculum Enrichment

1.3.1

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

Response:

Response:

Numerous programs - lectures, events and workshops are offered by the departments to enrich the curriculum at different levels. Both the undergraduate and postgraduate syllabi cover topics related to gender, human values, professional ethics, environment, and sustainability. These subjects encourage students to think critically and act responsibly as productive citizens.

Cross cutting issues addressed	Number of Courses Addressing the Issues
Gender Sensitivity	25
Human Values	22
Professional Ethics	25
Environment and sustainability	30

Number of projects related to Cross- Cultural issues	250

Gender Sensitivity

The institution assures behaviour that avoids discrimination by understanding, accepting and fosters respect and compassion for others. The core and elective courses have been selected on the basis of gender-related courses. About 25 courses within the curriculum emphasise gender sensitization and equality, covering topics like gender equality, LGBTQ) issues, and feminist criticism. It is supplemented through:

1. Women Cell
2. Self Defence classes
3. Value added courses (Eg- legal literacy for women)
4. Projects
5. Women's day

Human Values

The institution propagates human values through varied foundational, interdisciplinary and elective courses offered by the departments through :

1. Anti Ragging Cell
2. Visit to elder care homes
3. Financial Assistance
4. Cleaning Drives
5. Anti -Drug Awareness- Campaigns, flash mobs, rallies, signature collection etc.
6. Blood Donation
7. Legal Awareness Programmes Human Rights (Value added)
8. Cloth/ food Bank
9. Flash Mob- dowry, child abuse
10. Honouring special school children at the campus
11. AIDS Days

Professional Ethics

Professional ethics among the students include values and behaviours, such as honesty, integrity, respect and responsibility are strengthened by a variety of programmes such as:

1. Career Guidance Seminars
2. Soft Skills development
3. Pre-Placement Training
4. Verbal and Logical skill training
5. Industry partnerships
6. Value added courses
7. Steps to Career Plan classes
8. Fire and safety classes

Environment and Sustainability

NSS volunteers promote environmental sustainability through various programmes to promote Swachh Bharat Abhiyan, and NEP 2020, Green campus initiative such as annual camps with activities like the campus beautification programmes, plastic waste collection (*Operation Parishudhi).* The college has also initiated various activities in collaboration with Thrissur Corporation in tree planting, cleaning Vilangan Hills, tourist place near the campus and cleaning Thrissur pooram ground,placing postures in hotels for monsoon precautions, paddy cultivation initiative and Save Environment programme, as well as celebrating Environment Day, Water Day, Biodiversity Day, and Ozone Day. Following is a short list of activities to execute compassion for Environment and Sustainability.

1. Environment Day- Pledge, tree planting, rallies and seminar
2. Energy audit
3. Green Audit
4. Energy Conservation Initiatives
5. Nature club
6. Environment Sensitization
7. E- Waste Collection & Disposal
8. Monsoon Precautions
9. *Malinya Muktham*- Campaign on plastic waste
10. Swachh Bharat Abhiyan programmes
11. Safe use of electrical Appliances Seminar
12. MLA Road Beautification Programme
13. Nature Walk

Audit Courses/ Value Added Courses

1. Disaster Management
2. Human Rights
3. Travel and Tourism
4. Gender Studies
5. Steps for Career Planning
6. Legal literacy for Women

Moreover, the institution promotes various programmes like *Nattarivu,* exhibition for understanding various herbs, familiarising Kerala Police K9 Squad, and seminars for girls on self protection.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.3.2

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

Response: 69.7

1.3.2.1 **Number of students undertaking project work/field work / internships**

Response: 444

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: B. Feedback collected, analysed and action has been taken and communicated to the relevant bodies

File Description	Document
Feedback analysis report submitted to appropriate bodies	[View Document](#)
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	[View Document](#)
Action taken report on the feedback analysis	[View Document](#)
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 52.8

2.1.1.1 **Number of seats filled year wise during last five years (Only first year admissions to be considered)**

2022-23	2021-22	2020-21	2019-20	2018-19
205	220	243	188	170

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

2022-23	2021-22	2020-21	2019-20	2018-19
400	475	462	331	275

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list as published by the HEI and endorsed by the competent authority	[View Document](#)
Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 51.66

2.1.2.1 **Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)**

2022-23	2021-22	2020-21	2019-20	2018-19
139	145	167	166	113

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

2022-23	2021-22	2020-21	2019-20	2018-19
290	345	340	243	195

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	[View Document](#)
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.2 Student Teacher Ratio

2.2.1

Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response: 19.91

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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

Paramekkavu College of Arts and Science is committed to adopting student-centric methods aligned with the principles of the National Education Policy, aiming to enhance student engagement through participative learning, experiential learning, and problem-solving methodologies. The institute integrates ICT-enabled teaching alongside traditional classroom education to enrich the learning experience.

- **Experiential Learning: Paramekkavu College emphasizes hands-on experiences and reflection to bridge theoretical knowledge with real-world applications. This approach includes**

- **Industry visits, Cultural visits, Study tour, Field Trips, Residential rural camps**

- **Trainings and Workshops**

- **Projects, Internships,**

- **Entrepreneurial Talk as part of Institution's Innovation Council**

- **Participative Learning: The institute fosters active student involvement in their learning journey through participative methods. These include**

- **Acquirement of knowledge through Conferences, Seminars and Workshops.**

- **Invited lectures by experts on topics of core subjects, Career opportunities, recent technologies and research.**

- **Debate, Group Discussions and Quiz competitions**

- **NSS/Clubs/Association Activities Skill development sessions**

- **Intercollegiate fests.**

- **Inter departmental competitions.**

- **Students Seminars/Assignments.**

- **Problem-Solving Methodologies:**

Paramekkavu College enhances students' critical thinking, problem-solving skills, and concept understanding through methodologies such as case study analysis, research projects, journal publications, brainstorming sessions, and program writing and execution.As the part of innovation initiative ,second year Bsc Electronics Students have assigned a mini project to first year students"BLUETOOTH-CONTROLLED LED AUTOMATION USING ARDUINO"

- **ICT-Enabled Teaching-Learning Process: To optimize teaching and learning experiences, Paramekkavu College of Arts and Science employs various ICT tools and resources.**

- **The college's campus is equipped with Wi-Fi, offering a bandwidth of 300 Mbps.**

- **Classrooms and seminar halls are equipped with ICT tools like laptops, smart TVs, and projectors.**

- **The audio-visual lab includes an acoustic studio for recording e-content.**

- **Teachers utilize PowerPoint presentations during classes.**

- **The college features an automated library that grants access to NList, e-books, and eJournals for both teachers and students.**

- **A digital question bank containing university examination papers is available on the college website.**

- **The college boasts well-equipped computer labs.**

- **Google Classroom and Zoom are provided by the institute for online teaching.**

- **Teachers share reading materials, notes, and e-books through platforms such as Google Classroom, emails, and the college portal.**

- **The institute encourages the use of ICT resources available in national digital libraries and repositories like e-PGPathshala, Shodhganga, E-ShodhSindhu, and eGyanKosh.**

In essence, Paramekkavu College strives to create a dynamic learning environment where students actively participate in their educational journey through diverse learning experiences, supported by robust ICT infrastructure and innovative teaching methodologies. These initiatives not only enhance academic excellence but also prepare students for future challenges in a rapidly evolving global landscape

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response: 100

2.4.1.1 **Number of sanctioned posts year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
32	26	22	30	29

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 17.27

2.4.2.1 **Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
6	5	5	5	3

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	**View Document**
Institution data in the prescribed format	**View Document**
Provide Links for any other relevant document to support the claim (if any)	**View Document**

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

The institute prides itself on its commitment to rigorous evaluation and assessment practices, maintaining transparency and fairness at every stage. Both internal and external evaluations are conducted with utmost transparency, bolstered by an efficient grievance redressal system that promptly resolves issues as they arise.

Each course follows a structured assessment scheme divided into two components: Internal / Continuous Assessment, which constitutes 20% of the total evaluation, and External Evaluation / End Semester Evaluation, making up the remaining 80%. This dual approach ensures a comprehensive evaluation of student performance throughout the academic year.

Efforts towards implementing Continuous Internal Evaluation (CIE) are meticulously executed, adhering to university norms. Various assessment methods are employed including Classroom Participation (Attendance), two Assignments per course, one Seminar per course, Internal Examinations as per semester guidelines, and a comprehensive Project presentation during the program.The institute's action plan for internal assessment is meticulously integrated into the academic calendar. Internal examinations, overseen by the Internal Exam Committee, follow the Outcome Based Education (OBE) format. Detailed feedback on answer scripts and progress reports are provided to students, with parent-teacher meetings facilitating constructive dialogue on student performance.Digitalization plays a pivotal role in maintaining efficiency and transparency. Attendance records and internal scores are seamlessly integrated into the college portal, ensuring accuracy and accessibility. Marks are submitted to the university only after students have had ample opportunity to review and address any concerns, ensuring fairness in the assessment process.

The approach to End Semester Examinations is equally systematic. The institute promptly communicates the examination schedule upon release by the affiliating university. Answer scripts are collected, sealed, and sent for external evaluation, with institute faculty participating as

examiners to ensure integrity and thoroughness in the valuation process.

Students are provided with the opportunity to request revaluation and recounting of their external examination marks within a specified timeframe following result publication, demonstrating the institute's commitment to accountability and fairness.

In addressing grievances, the institute maintains a structured mechanism accessible to all stakeholders. Grievance forms are easily accessible via the institutional website, and committees operate at departmental, college, and university levels to effectively address issues. Any unresolved grievances at the department level are escalated to higher committees for comprehensive resolution, ensuring thorough redressal.

Over the past five years, the institute's grievance redressal mechanism has successfully managed various types of grievances. These include requests for retests in internal examinations due to genuine reasons, adjustments to class schedules during exam periods, and provisions for revaluation and rectification of evaluation-related issues, underscoring the institution's dedication to continuous improvement and fairness.

Adapting to the digital era, the institute ensures preparedness for challenges such as online examinations. Provisions for retests are made available in cases of technical issues, enhancing responsiveness to the evolving needs of students and maintaining the integrity of assessments.Through these comprehensive measures, the institute not only upholds standards of academic excellence but also prioritizes student welfare and feedback. This fosters a supportive and conducive learning environment where every student's academic journey is nurtured and their potential maximized.

File Description	Document
Upload Additional information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

Paramekkavu College of Arts and Science, has implemented Outcome-Based Education (OBE) rigorously to enhance academic excellence and promote holistic development among its students. At the heart of this educational philosophy lie Program Outcomes (POs), Program-Specific Outcomes (PSOs), Program Educational Objectives (PEOs), and Course Outcomes (COs), which serve as fundamental elements guiding curriculum design and educational delivery. Affiliated with the University of Calicut, the institution relies on the University's Board of Studies to delineate these outcomes for each program, ensuring a comprehensive framework for student learning.

To ensure accessibility, the University disseminates information on POs, PSOs, and COs through its official website, alongside regularly updated curriculum details. These well-defined outcomes are easily accessible to students, faculty members, and stakeholders, fostering transparency and informed decision-making.

From the outset of a student's journey, Paramekkavu College is committed to achieving these outcomes. Admission officers (Nodal officers) and teaching staff counselors provide prospective students and parents with thorough insights into program outcomes during the admission process. This commitment continues through the Student Induction Programme (SIP) and bridge courses at the beginning of programs, where tutors reinforce these objectives during tutorial sessions.

The Internal Quality Assurance Cell (IQAC) takes the lead in organizing faculty development and orientation programs focused on OBE principles. Faculty members actively contribute to developing teaching plans aligned with course outcomes, ensuring educational objectives are effectively met.

Acknowledging the significance of generic skills in today's dynamic world, the college has identified essential attributes for student success in the 21st century. These encompass Critical Thinking, Effective Communication, Problem Solving, Effective Citizenship, Environmental Sustainability, Self-directed Learning, Social Interaction, and Ethics.

Course outcomes are seamlessly integrated into all instructional materials, including offline and video lectures, ensuring a cohesive educational experience. A robust internal assessment system overseen by the Internal Examination Committee ensures continuous evaluation in line with COs and POs. This includes a variety of assessment methods such as unit tests, model examinations, industrial visits, practical work, seminars, and internships, offering a holistic view of student progress.

Beyond academics, Paramekkavu College enriches students' development through diverse co-curricular and extra-curricular activities. Activities such as NSS initiatives, social clubs, career counseling, personality development programs, health awareness campaigns, communication skills training, and expert lectures complement academic learning. Regular evaluation of assessment procedures, including semester-wise performance evaluations, guides the institution in refining educational strategies to meet evolving needs effectively.

The institution meticulously maps metrics across these outcomes to ensure comprehensive coverage, aiding continuous improvement and excellence in education. Through ongoing faculty development initiatives, Paramekkavu College remains dedicated to strengthening the Outcome-Based Education system, empowering both educators and students to embrace evolving pedagogical approaches.

In essence, Paramekkavu College envisions education as a transformative force that equips students with the essential skills and mindset needed for success in a rapidly changing global landscape. This unwavering commitment to Outcome-Based Education reflects the institution's vision and mission, demonstrating its dedication to nurturing well-rounded individuals prepared to make significant contributions to society.

File Description	Document
Upload Additional information	[View Document](#)

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

Assessing the achievement of educational outcomes is crucial for evaluating the effectiveness of an educational program. This process involves formally defining and evaluating Programme Outcomes (PO), Programme Specific Outcomes (PSO), Programme Educational Objectives (PEOs), and Course Outcomes (CO).

A deliberate pedagogical strategy is utilized, integrating Bloom's Taxonomy to articulate five Course Outcomes (COs) per course. These COs progress from foundational knowledge acquisition through deep comprehension, practical application, critical analysis, creative synthesis, and advanced evaluation. This structured framework ensures a holistic and progressively challenging learning experience for students.

The assessment of these outcomes employs both direct and indirect methods:

Direct Assessment: This method involves specific tools to evaluate CO attainment. Internal assessments include exams, seminars, assignments, and classroom performance, while external evaluation relies on university exam results.

Indirect Assessment: POs and PSOs are predominantly assessed through Course Exit Surveys, which gather student feedback to evaluate overall progress and identify areas for improvement.

Calculation of PO and PSO Attainment: Overall attainment of POs and PSOs is calculated by combining direct (80%) and indirect (20%) assessment values.

CO-PO and CO-PSO Relation Mapping: To understand the alignment between COs and POs/PSOs, a mapping exercise assigns scores (3 for strongly related, 2 for moderately related, and 1 for related).

Overall Evaluation: Final PO and PSO attainment values integrate direct and indirect assessment outcomes, providing a comprehensive assessment of the program's success in achieving its intended outcomes.

This assessment procedure ensures a thorough evaluation of program outcomes, utilizing both direct evidence of student achievement and indirect feedback from stakeholders. The institution's commitment to this comprehensive assessment and evaluation framework supports continuous improvement in the teaching-learning process.

Moreover, this multifaceted approach not only measures academic proficiency but also equips students for successful transitions into their careers and entrepreneurial endeavors. The feedback loop involving supervisors, alumni, stakeholders, and placement initiatives fosters a dynamic and adaptive educational environment that nurtures scholarly excellence among students.

In summary, through rigorous evaluation of outcomes using structured approaches that integrate both direct and indirect methods, the institution enhances its ability to effectively meet educational goals and prepares students for professional success in a rapidly evolving global landscape. This commitment to assessment and continuous improvement underscores the institution's dedication to excellence in education.

File Description	Document
Upload Additional information	[View Document](#)

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 90.63

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

2022-23	2021-22	2020-21	2019-20	2018-19
195	171	146	142	149

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

2022-23	2021-22	2020-21	2019-20	2018-19
226	182	164	155	159

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	[View Document](#)
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response:

File Description	Document
Upload database of all students on roll as per data template	[View Document](#)

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1

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

Response: 0

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS),including awareness   about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

Paramekkavu College of Arts and Science envisioned an education system rooted in Indian ethos and encouraged an ecosystem for innovation and transfer of knowledge by providing various opportunities for students and staff.All the innovative and extension activities are conducted with the goal of providing equitable opportunities to empower the youth in realizing their aspirations and contributing to the creation of a "Viksit Bharat".

Indian Knowledge System

In order to generate a healthy mind in citizens by adapting the unbroken knowledge traditions of Bharata, our College also organizes various programmes related to Ayurveda and Homeopathy.

Participation in IIC:

Paramekkavu College of Arts and Science's Institutions Innovation Council(IIC) is focusing on creating and strengthening the culture of innovation and entrepreneurship ecosystem in our College and promoting and supporting student innovation and sustainable start-ups.Expert interactions, showcases, networking, and initiating the National Innovation and Startup Policy amplify creative problem-solving.

Participation in Young Innovative Programme (YIP)

Through the Young Innovators Programme under K-DISC, Paramekkavu College of Arts and Science aims to empower our student innovators to innovate new products,services or models to meet the emerging requirements and identify the market needs of the society more effectively.Students actively participated in the training programme.

Entrepreneurship Development Club:

Our institution aims to inculcate Entrepreneurial culture among the youth and equip them with the skills to cultivate a startup business idea,teach them basic strategies like estimating costs and writing a business plan and help them network their ideas towards sources of funding.

IPR Cell:

The IPR Cell organizes awareness seminars addressing topics such as patents,copyrights and research ethics.It aims to educate participants about intellectual property rights and ethical considerations in research and thereby develop enlightened citizens of a knowledge society.

Incubation:

Our computer lab is an incubation which promotes project development in students which helps them to initiate a startup.It provides a supportive environment with resources,mentorship and networking opportunities that are essential for project development.

Industry Collaboration:

This initiative prioritizes industry collaboration for enriched academic and practical learning, emphasizing vital job skills. Key partners like CORE Institute of Technology,Manappuram Academy,Easy Courses ,Expertz Academy etc. are bridging the gap between education and industry demands.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.2.2

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

Response: 45

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

2022-23	2021-22	2020-21	2019-20	2018-19
17	12	4	6	6

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.3 Research Publications and Awards

3.3.1

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.07

3.3.1.1 **Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
0	1	1	1	1

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

3.3.2

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

Response: 0.1

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	6

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

The institution's mission very much focuses on transforming the students as contributors in the establishment of a joint and equitable society.The extension activities of the College carried out in such a way that to develop an ecosystem that will inculcate the awareness of social responsibility and humanitarian values among students.

Yuva Samvad

The institution took a significant step to convert the students from competitors to contributors by participating them in programmes like Yuva Samvad-a dynamic event that fosters discussion and debate between the judges and participants on pressing social issues.It also helps to rekindle the spirit of patriotism and values of Indian freedom struggle.

Initiating Registration in MYBharat Portal

For this initiation we have associated with Nehru Yuva Kendra.Through this platform the youth can explore volunteering,experiential learning and skill-building opportunities and thereby creating a positive impact in the communities.

Voter Awareness

Our institution promotes our students to participate in a voter awareness programme named VIP(Vote is power,voter is powerful) organized by Thrissur Collectorate.It is an awareness campaign which aims to motivate the youth for voting.

Meri Maati Mera Desh

Our institution is one of the collection centers of the "Amrith Kalash Yathra of Meri Maati Mere Desh" Programme.Through this programme we instill a sense of national pride and inspire future generations to protect India's cherished heritage.It envisions a unified celebration of India's soil and valor, commemorating the nations journey of freedom and progress.

Nasha Mukt Bharat

Our institution conducted various awareness campaigns via street plays,tableaus,flash mobs,walkathons,mini marathons etc.It aims to educate communities about the dangers of drug abuse and promote healthy,drug-free lifestyles.

Social Outreach Programme

Our institution conducted various outreach programmes like E-waste collection drive,plantation drive,health awareness programme,legal literacy awareness,food kit distribution for the needy etc.

Blood donation camp

Participation in blood donation camp exposed students to know the inequalities in health care and they have a deeper understanding of the need of youth in the society as well as nation building activities.

Eye camp:

Our institution conducted an eye camp which aims to raise awareness about eye health and provide access to free eye check-ups to people who could not afford them.The camp was set up in College campus and was open to all regardless of age,gender or socio-economic status.

Environmental and Green Initiatives:

Our institution took significant steps towards environment sustainability through various initiatives.The remarkable initiative named "Operation Parishudhi" conducted in Thrissur Pooram Exhibition which incorporated various activities like rally,e-survey,waste collection and segregation,paper pen distribution etc.

Swachh Bharat Abhiyan

Our College also contributed by conducting cleaning drives in our College premises,nearby villages,public spaces and Government offices. It definitely makes a behavioral change in our students to know the importance of cleanliness and thereby a part and parcel of Swachh Bharat.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

The institution's mission aims to inculcate good character,self esteem and awareness of social responsibilities in students by mere "Shradha". It is not only concentration but also provides opportunities and experiences to know more about their peers and nearby societies through various activities.As a result Paramekkavu College of Arts and Science received awards and appreciation from 2018-2023.

In order to make the youth an asset and make them contributors who can contribute tangibly to change the face of the society.The college addresses the need of people in nearby villages and arrange activities to foster the holistic developments of students.College offers awareness sessions,anti-drug awareness activities,swachh bharat abhiyan activities,plantation drive,e-waste collection drive all aimed for a better tomorrow by better changed individual.In recognition of these activities Paramekkavu College of Arts and Science has won the following awards and recognitions

Sl Number	Name of the Award	Awarding Agency	Year of Award
1	Certificate of Appreciation for Haritha Pooram Activities	Thrissur Municipal Corporation and District Suchitwa Mission	2024
2	Certificate of Appreciation for	District Suchitwa Mission	2024

	Green protocol Activities		
3	Certificate of Appreciation for Malinya Muktha NavaKeralam Activities	District Suchitwa Mission	2024
4	Appreciation letter	Nehru Yuva Kendra	2024
5	Certificate of Appreciation for taking part in Meri Maati Mere Desh Programme	Ministry of Youth affairs and Sports	2023
6	Certificate of Appreciation for contributed in Shramdaan for Swachh Bharat	Ministry of Housing and Urban affairs	2023
7	Most Popular NSS Unit	Dr.Rani Menon MaxiVision Eye Hospital	2024
8	Organizing and conducting blood donation camp	Indian Medical Association	2023
9	Appreciation letter	Kolazhy Panchayath	2023
10	Special Appreciation Prize	District Medical Office(Health) and District AIDS Control Society,Thrissur	2023
11	Certificate of Participation	Thrissur City Police	2017
12	Certificate by reading preamble	Ministry of Parliamentary Affairs	2023

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

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 45

3.4.3.1 **Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
30	3	1	7	4

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	[View Document](#)

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 20

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	[View Document](#)
List of year wise activities and exchange should be provided	[View Document](#)
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- teaching – learning, viz., classrooms, laboratories, computing equipment etc
- ICT – enabled facilities such as smart class, LMS etc.

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

The institution has ample infrastructure and physical facilities to fulfill academic needs.

- **Classrooms**

- **Seminar hall , conference hall and auditorium**

- **Computer lab**

- **Exam room**

- **Counseling room**

- **Principal's room**

- **IQAC office**

- **NAAC room**

- **NSS office**

- **Yoga center**

- **Open- air stage**

- **Reception & Waiting area**

- **Sick room**

- **Lounge**

Classroom Facilities

The institution features 29 spacious classrooms , ICT enabled classrooms with network connection. Each department have separate staff rooms.

Laboratory Facilities

There are 2 well equipped laboratories for computer science and electronics respectively.

Computer Facilities

There are 41 computers exclusively for student usage . 37 computers with the latest configuration. Staff rooms and laboratories are provided with computer systems and printers . A computer, printer and a scanner is available in the IQAC room and NAAC room.

Facilities for sports and games

a) Outdoor fields

- **Cricket turf**

- **Cricket net**

- **Football turf**

- **Badminton court**

b) Indoor fields

- **Yoga center – The college enhances students' residence and ability to handle stress.**

- **Chess board**

- **Carrom board**

Talented students undergo training and selection, preparing them for participation in intra-college , inter-college , university , stage and national level competitions.

Facilities for cultural activities

The institution provides an open stage , auditorium and seminar hall for diverse on and off-stage events. Also hosts an entertaining music club and campus radio. Annually , a two-day arts festival engages students in on-stage events such as classical dance, regional performances, and instrumental music. A vibrant creativity corner provides students with unique space for expression and relaxation.

Other Facilities

1. **WiFi and LAN connection in college campus.**

2. **Teachers are provided with a collar mic for addressing students in large classrooms.**

3. **UPS facility and one generator to provide uninterrupted electricity.**

4. **Public addressing system for announcements**

5. **Purified drinking water facility on all floors.**

6. **A separate room for girls(She Corner) with a pedestal sanitizer dispenser.**

7. **First aid boxes are available.**

8. **Suggestion boxes are available to express suggestions**

9. **Vehicle on call for medical assistance and wheelchair and stretcher facility for differently abled students**

10. **Store room facility**

The institution's infrastructure and facilities for teaching, learning, ICT-enabled education, cultural activities, and sports are commendable in their scope and functionality. By prioritizing these aspects, the institution not only meets basic educational requirements but also fosters an enriching environment conducive to comprehensive student development. Continuous evaluation and enhancement of these facilities remain pivotal to sustaining their effectiveness and meeting evolving educational needs in the future.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 96.21

4.1.2.1 **Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
11	8	8	11	4.5

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	[View Document](#)

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

The college boasts an advanced library with a wide variety collection of books in traditional,and digital formats.The library of PCAS spans a total carpet area of 67 sq.m.It possesses an impressive collection of 7016 books.These diverse collection includes textbooks,competitive exam guides,general knowledge,and literary works in english and malayalam.Past university question papers enhances its value as a valuable academic resource.

The library of the college has:

- **Working hours:Monday-Friday:9.00am-4.30pm**

    Saturday: 10am-4pm

- **Carpet area   - 67 sq.m.**

- **Seating capacity - 40**

- **Books   - 5050**

- **Journals   - 20**

- **Newspaper   - 5**

- **Magazines   - 12**

Internet connection,Wi-Fi facility and CCTV surveillance for security.

ID card containing RF ID is provided to students and entry and exit is registered by using this ID card.

Library automation

- **Fully automated**

- **Name of the software - e-library solutions(previously used)**

                             -netcampus(currently using)

- **Year of automation-2018**

- **Librarylink-   https://pcas.mynetcampus.com/admin/library/book_search**

   Features of Library Software

- **Various report generation**

- **Printout in desired format**

- **Multi-user facility**

- **Barcode facility**

- **OPAC(Online Public Access Catalogue)**

   Library sections

- **Circulation section**

- **Reference section**

- **Newspaper/Periodicals**

- **Stack room**

- **UG reading section**

- **Newspaper reading area**

Library services

- **Computerized issue/return/renewal**

- **Reference service**

- **New arrival Display**

- **Subscription of journals/periodical**

- **Orientation programme for new users**

- **Previous question papers and syllabus reference**

- **Current awareness service**

Name of resources

- **Print books** - **7016**

- **E-books** - **17**

- **Dictionaries** - **50**

- **Journals** - **20**

- **E-journals** - **20**

- **Magazines** - **12**

- **Newspapers** - **5**

- **Rare books** - **5**

- **Reference books   - 150**

- **Theses and dissertations - 3**

- **Year books   -   25**

- **CD   - 2**

- **NVDA -screen reader for the blind and vision impaired.**

E-resources

- **National Digital library**

- **e-pathshala**

- **shodhganga**

- **shodhsindhu**

- **e-book**

- **e-journal**

- **spoken tutorial**

- **Theses and dissertations**

Best practices

- **Orientation for online e-resources and library facilities**

- **Orientation for new users**

- **Reading day celebration**

- **A campus library for visitors in the college campus.**

AMOUNTS	56334	43904	23455.5	47213	44179
YEARS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023

Average per day usage of library by students and teachers

Month	No. of Students and Teachers Library Used	Working Days	Per Days Usage of Library
2023 February	1502	19	79
2023 January	1200	19	64
2022 December	1050	14	75
2022 March	880	19	46
2022 February	750	15	50
2022 January	620	9	68
2021 December	1420	16	89
2021 November	1260	17	74
	8682	128	68.125

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

The college consistently updates IT facilities to align with technological advancements.

- **There are 53 computers distributed across 2 laboratories, digital library, office and staff**

room.

- **25 systems have been upgraded with 2.59 GHz.**

- **The institution has 4 printers cum scanner.**

- **The campus ensure an internet bandwidth upgrade from 20 to 100 mbps(BSNL).**

Another provider(Kerala Vision) with bandwidth 300 mbps.

- **All staff members have been provided with email accounts under the netcampus domain.**

- **Mobile application was in use for attendance marking.**

- **Centralized Servers: For hosting applications, managing databases, and storing sensitive data.**

- **Provision of desktops, laptops, tablets, and specialized equipment (e.g., lab computers).**

- **Regular maintenance schedules and timely upgrades of hardware and software to ensure reliability and security.**

- **Platforms for course management, online learning, and collaboration between students and faculty.**

Power infrastructure

No.	UPS	PLACE
1	10 KV	COMPUTER LAB
2	5 KV	OFFICE

Items	Prior to 2018	Upgradation during 2018-2023
Internet Provider	1	2
Internet Bandwidth	20 mbps	200mbps(BSNL) 300mbps(Kerala Vision)
WiFi Access point		
ICT facility	NIL	10 ICT enabled classrooms including 7 classrooms with smartTV or projector
Computers	20	55
Integrated college management system	E-college solutions	Upgraded to netcampus in 2022-2023

CCTV camera	**NIL**	**72**
LCD TV	**NIL**	**8**
Printer or Scanner	**2**	**6**
Library RFID	**NIL**	**1**
N-LIST	**e-library solution**	**College library is linked to INFLIBNET.Access to e-journals and e-books are provided by N-LIST.**
Biometric Punch in/out	**NIL**	**Upgraded to biometric punching for staff.**
Institution Domain id	**NIL**	**2022 onwards institution domain id are made available to staff.**

The institutional website along with its presence on social media platforms such as Facebook,Instagram and youtube with educational and extra curricular videos serve as medium for fostering unity along all stakeholders of the institution.

Institution frequently updates its facilities and provides sufficient bandwidth for internet connection.

Key benefits

It sounds like the institution is proactive in maintaining and enhancing its IT infrastructure, which is crucial for supporting modern educational and administrative needs. Here are some key benefits and considerations related to these actions:

1. **Enhanced User Experience: By providing sufficient bandwidth for internet connections, the institution ensures that students, faculty, and staff can access online resources, e-learning platforms, and research databases without significant delays or interruptions**

2. **Support for Modern Educational Practices: Adequate bandwidth is essential for facilitating online learning, video conferencing, virtual classrooms, and collaborative projects.**

3. **Improved Productivity: High-speed internet and updated facilities can lead to increased productivity among students and faculty.**

4. **Competitive Advantage: Institutions that prioritize IT infrastructure updates and bandwidth provision can attract and retain top talent among faculty and students.**

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3.2

Student – Computer ratio (Data for the latest completed academic year)

Response: 15.54

4.3.2.1 **Number of computers available for students usage during the latest completed academic year:**

Response: 41

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	[View Document](#)
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 180.58

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

2022-23	2021-22	2020-21	2019-20	2018-19
21.53209	14.11269	13.07054	19.99723	11.06002

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 73.31

5.1.1.1 **Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
458	451	424	360	378

File Description	Document
Year-wise list of beneficiary students in each scheme duly signed by the competent authority.	[View Document](#)
Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).	[View Document](#)
Upload policy document of the HEI for award of scholarship and freeships.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

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

Response: A. All of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	[View Document](#)
Report with photographs on ICT/computing skills enhancement programs	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)	

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 0.42

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

2022-23	2021-22	2020-21	2019-20	2018-19
1	0	3	2	6

File Description	Document
Institutional data in the prescribed format	[View Document](#)

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

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

Response: A. All of the above

File Description	Document
Proof related to Mechanisms for submission of online/offline students' grievances	[View Document](#)
Details of statutory/regulatory Committees (to be notified in institutional website also)	[View Document](#)
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 11.34

5.2.1.1 **Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
13	29	15	18	31

5.2.1.2 **Number of outgoing students year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
237	188	169	167	174

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	[View Document]()
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	[View Document]()
Institutional data in the prescribed format	[View Document]()

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 0

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	[View Document]()

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 last five years

Response: 1

5.3.1.1 *Number of awards/medals for outstanding performance in sports/cultural activities at*

national/international level (award for a team event should be counted as one) year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
1	0	0	0	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.3.2

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

Response: 66.2

5.3.2.1 **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
114	23	38	80	76

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.4 Alumni Engagement

5.4.1

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

Response:

 Introduction:

Paramekkavu College of Arts and Science proudly announces the formation of its alumni association, aptly named the Paramekkavu College of Arts and Science Alumni Association. This initiative aims to foster a continuous bond between the college and its alumni, promoting a spirit of camaraderie and lifelong connection.

Formation Meeting:

The inaugural meeting to discuss the formation of the alumni association was held on April 3, 2024. The gathering saw enthusiastic participation from former students, faculty, and administration members, all eager to contribute to the establishment of a robust alumni network.

Key Positions and Office Bearers:

During the meeting, the following individuals were elected to the key positions within the association:

President: Abhay K

Vice President :Athira T

Secretary : Ribu P Roy

Joint Secretary: Anugraha Ramdas

Treasurer: Syamkrishna S

Executive Members:

Lavanya Pradeep

Emil Rose Mathew

These office bearers were entrusted with the responsibility of steering the association towards its goals and ensuring its effective functioning.

Objectives of the Alumni Association:

The primary objectives of the Paramekkavu College of Arts and Science Alumni Association are as follows:

1. Fostering Community: Creating a platform for alumni to stay connected with each other and the college.

2. Networking Opportunities: Facilitating professional networking opportunities among alumni and current students.

3. Mentorship: Providing mentorship and guidance to current students from experienced alumni.

4. Supporting the College: Contributing to the development and growth of the college through various initiatives and fundraising activities.

5. Social Engagement: Organizing events, reunions, and social gatherings to strengthen the alumni network.

Submission of Application:

The formal application for the registration of the Paramekkavu College of Arts and Science Alumni Association was submitted to the Thrissur Register Office on May 16, 2024. This step marks a significant milestone in the official recognition and operational commencement of the association.

Bylaws and Regulations:

The association's bylaws have been meticulously drafted in accordance with the regulations prescribed by the Thrissur District authorities for the formation of such entities. The key points of the bylaws include:

1. Name and Purpose:

**   - The association shall be known as the Paramekkavu College of Arts and Science Alumni Association.**

**   - Its primary purpose is to foster a spirit of loyalty, involvement, and lifelong engagement among alumni and the college community.**

2. Membership:

**   - Membership is open to all former students of Paramekkavu College of Arts and Science.**

**   - Membership categories include regular members, honorary members, and life members.**

3. Governing Body:

  - **The association shall be governed by an Executive Committee consisting of the President, Vice President, Secretary, Joint Secretary, Treasurer, and other executive members.**

  - **The committee shall meet at least once every quarter to discuss and plan activities.**

4. Duties of Office Bearers:

  - **The President shall preside over all meetings and represent the association in external matters.**

  - **The Vice President shall assist the President and assume duties in their absence.**

  - **The Secretary shall handle correspondence, maintain records, and organize meetings.**

  - **The Joint Secretary shall assist the Secretary in their duties.**

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

The vision of the institution is

 "Empowering the aspirants through high quality education for holistic development."

Mission

- **To educate the students as contributors in the establishment of a joint**

and an equitable society.

- **To design and implement activities that empower the students with the skills**

needed for modern society.

- **To provide quality education to the students from deprived sections and to**

enable them for sustained development. ?

- **Develop an ecosystem that will inculcate good character, self – esteem and**

awareness of societal responsibilities among the stakeholders.

MOTTO

"Shradhaya Labhate Jhanam"

CORE VALUES

- **Social responsibility**
- **Academic brilliance**
- **Focused holistic education**
- **Equal opportunity for all**

- **Integrity, transparency and accountability**

The institution functions according to its vision, mission, motto,objectives and core values in its everyday working through the guidance of the governance council constituted under Paramekkavu Educational, Cultural and Charitable trust.

Governance and Administration Mechanism

The effective and efficient governance and administration mechanism of our institution encourages active participation from all stakeholders in shaping institutional policies,procedures and practices through a feedback system ensuring prompt decision-making processes.

Governing Body of the college consist of

- **Managing Committee**

- **Principal**

- **College council**

- **IQAC council**

- **Staff Council**

- **Faculty members are in-charge of different statutory bodies such as Academic Council, Anti-Narcotic Cell, IQAC, Grievance Redressal Cell, Discipline Committee, IEC, Sexual Harassment Cell, Entrepreneur Development Club, NSS, Placement Cell, Sports Committee, WDC. Anti-ragging Cell and Internal Complaints Committee (ICC)**

- **Administrative staff, under Office Superintendent, helps to realize the administrative team work.**

- **The Students' Council, a statutory elected body of students functioning under the guidance of Staff Advisors, facilitates promoting institutional unity and collective advancement with participative decision making.**

NEP implementation

Our institution focuses on holistic and multidisciplinary education, fostering student and staff engagement through extension activities, outreach, collaboration and conferences. NEP 2020, we await its implementation by the affiliating University through FYUGP. We have appointed an academic coordinator and department coordinators successfully introduced OutcomeBased Education (OBE) in 2023, ensuring transparency through teacher training, orientation programs on NEP and OBE.

Decentralization and Participation

The Principal delegates academic and administrative duties.

 Faculty members are entrusted with the institution's vision and mission

Department Heads act as intermediary among students and teachers. Regular meetings engage both teaching and non-teaching staff, facilitating decision-making.

 Institutional Perspective Plan: It includes

Curriculum Enhancement

Infrastructure Upgradation

 Establish collaborations for academic and research enrichment.

Technology upgradation

Sustainable Development Goals

Alumni Engagement

File Description	Document
Upload Additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

The administrative structure of the College includes several key components: the Governing Body, Principal, teaching and non-teaching staff, and students. The institution operates under the Paramekkavu educational and cultural trust

The Governing Body serves as the highest decision-making authority, maintaining regular communication with the Principal on both academic and non-academic issues. The Director and Manager, appointed by the Governing Body, are responsible for overseeing the college's operations

and staff appointments in accordance with UGC and university regulations.

Supporting the Principal are the administrator, Heads of Departments, Staff Council, and Non-Teaching Staff. The College Council, comprising department heads and representatives from teaching and non-teaching staff, meets biannually to strategize and implement academic and extracurricular activities.

Various committees such as the Internal Quality Assurance Cell, Infrastructure and Maintenance Committee, and Library Advisory Committee are formed to plan and execute academic and administrative initiatives. Specialized cells like the Anti-ragging Cell, Grievance Redressal Cell, and Women's Cell ensure adherence to college rules and address grievances effectively.

The College has established comprehensive policies and procedural guidelines, easily accessible on its website, to govern its operations. Recruitment procedures are overseen by the Governing Body, with a selection board comprising the Director, Principal, department heads, and subject experts conducting interviews based on qualifications and experience.

Strategic Plan for 2020-2030,

The College has achieved several milestones including the introduction of new academic disciplines, establishment of MoUs with industries and educational institutions, and the implementation of faculty development programs (FDPs). The institution actively promotes exchange programs, offers scholarships, and hosts placement drives to enhance student opportunities. Infrastructure upgrades like a new cafeteria and library automation reflect ongoing efforts to improve student support and campus facilities. Additionally, initiatives such as green audits underscore the College's commitment to sustainability and quality management.

Events and initiatives like "Meet the Entrepreneurs" further foster entrepreneurial skills among students, aligning with the College's mission to empower its community through education and innovation.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2.2

Institution implements e-governance in its operations

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

Response: A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	[View Document](#)
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	[View Document](#)
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	[View Document](#)

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

The institution has a longstanding commitment to supporting its key stakeholders, offering workshops and training programs regularly to enhance the professional capabilities of both teaching and non-teaching staff.

- **It actively encourages their academic growth, prioritizes their well-being, and strives to maximize their potential.**

- **The welfare initiatives available include contributions to PF and ESI benefits as per government norms.**

- **medical and maternity leave. various types of leave including medical and casual, special leave during medical emergencies such as cancer treatment, accidental insurance for staff and students.**

- **summer pay.**

- **canteen services**

- **designated parking areas.**

- **An annual staff tour program**

- **Multicultural celebrations of festivals**

- **festival allowances.**

The institution provides several supportive measures for its teaching and non-teaching staff, including:

- **Salary advance facility during emergencies.**

- **Financial assistance for staff attending Faculty Development Programs (FDP).**

- **Permission for on-duty leave to attend national-level seminars and workshops.**

- **Free counseling services for staff members.**

- **Opportunities for additional income through training sessions for competitive exams.**

- **Distribution of gifts during special events.**

Additionally, the institution has established processes for professional development and feedback:

- **Teachers are required to submit a self-evaluation form annually, highlighting their professional growth and involvement in academic and administrative activities. The Internal Quality Assurance Cell (IQAC) assesses these reports and provides discreet feedback to help teachers enhance their performance.**

- **Students provide feedback on teachers' performance through structured questionnaires covering aspects like communication skills, subject knowledge, discipline, work ethics, and classroom interaction. The Principal, supported by the IQAC, evaluates these reports and provides constructive feedback and guidance to teachers for improvement.**

These initiatives aim to support staff development and ensure continuous enhancement of teaching quality within the institution.

File Description	Document
Upload Additional information	[View Document](#)

6.3.2

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

Response: 76.98

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

2022-23	2021-22	2020-21	2019-20	2018-19
27	18	19	26	17

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	[View Document](#)
Audited statement of account highlighting the financial support to teachers to attend conferences / workshop s and towards membership fee for professional bodies	[View Document](#)

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 76.98

6.3.3.1 **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP),** *Management Development Programmes (MDPs)* **professional development /administrative training programs during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
27	18	19	26	17

6.3.3.2 **Number of non-teaching staff year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Copy of the certificates of the program attended by teachers.	[View Document](#)
Annual reports highlighting the programmes undertaken by the teachers	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

Auditing In accordance with grant or fund sanction letters, income and expenditure statements are initially reviewed by Chartered Accountant. The auditor issues an audit report which are then submitted to the relevant sanctioning authorities. Funds received by the management undergo regular internal and external audits. All financial transactions require managerial approval.Annually, a board member with auditing expertise reviews management accounts. The report is subsequently externally audited by Chartered Accountant undergo internal audits conducted by a designated team. Internal controls are evaluated to make sure they are adequate. The auditor gives the organisation an opportunity to respond in case of doubts or disparities found in the submitted account statements. The auditor then proceeds to prepare a report detailing the findings of the audit and recommends solutions to any problems. After finalizing the financial statement, the same will be filed as per the statutory law.Internal and external audits The Institution conducts internal and external financial audits timely and efficiently. The systematic and meticulous audits make the accounts and transactions transparent. The internal audit is carried out by an experienced expert within the institution itself whereas the statutory

audit is performed by the institution-appointed Chartered Accountant. Internal and external

auditing ensures financial oversight and accountability. The institution's accountant supervises financial activities, updating payments in software after manual verification. Daily transactions are forwarded to the accounting section, with monthly reports submitted during governing body meetings.

Major source of institutional revenue:

· Fees and other related receipts.

· Contribution from management trust.

· **Other incomes.**

Optimal utilization of resources

· **The College has a Governing Body, Infrastructure and Maintenance Committee,**

Library and various associated bodies which help in the preparation, division,

allocation and utilization of funds.

· **The Institutional budget includes recurring expenses such as salary, electricity**

and internet charges, stationary & other maintenance costs.

Institutional Accountability

The institution maintains a transparent and well-structured system to oversee the effective and efficient utilization of monetary funds obtained from various sources. These sources include student fees, contributions from the management, contributions from alumni, and support from other agencies. The entire process is subject to both internal and external audits, conducted regularly by qualified auditors under the supervision of the Managing Committee.

Internal and External Audit Procedures

The Accountant of the college is responsible for managing the regular receipts and payments accounts across various financial activities of the institution. A petty cash book is maintained to cover recurring small expenses, and all payments are meticulously recorded and manually verified through supporting vouchers. Daily transactions are consolidated, verified by the principal, and submitted to the account section of the management. Monthly financial statements, including Debit, Credit, and Balance, are generated from the software and presented in all governing body meetings. A budget is prepared for infrastructural development and submitted to the management for approval. The institution places a strong emphasis on financial transparency and accountability through a robust internal and external auditing process, ensuring the responsible and effective utilization of financial resources across various facets of its operations.

File Description	Document
Upload Additional information	[View Document](#)

6.5 Internal Quality Assurance System

6.5.1

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

The Internal Quality Assurance Cell (IQAC) of Paramekkavu college of arts and science established in the academic year 2022 is a dynamic and proactive unit dedicated to fostering academic and administrative leadership within the institution. Quality Assurance Initiatives by IQAC 1. Enrich the curriculum through the introduction of add-on and certificate courses. 2. Oversee the annual planning for each department, integrating qualitative insights. 3. Develop and implement a systematic approach for gathering and analyzing stakeholder feedback to drive improvements. 4. Create and manage databases for students, teachers, and administrative staff. 5. Focus on enhancing employability skills. 6. Maintain a comprehensive record of the institution's academic, extracurricular, and co-curricular activities. 7. Facilitate institutional collaborations. 8. Implement an efficient documentation process aligned with NAAC requirements. 9. Monitor and record student progress towards higher education or employment, and maintain records of student scholarships. 10. Develop and apply quality benchmarks for academic and administrative functions. 11. Coordinate orientation, training, and workshop programs for students, teachers, and support staff. 12. Conduct audits on various aspects including infrastructure, administration, academics, energy, environmental, and green practices. Review of the Teaching-Learning Process 1. Develops a detailed academic calendar, including annual plans of activities and exam schedules. 2. Gathers semester plans from departments at the start of each semester and oversees their effective implementation. 3. Ensures that teaching plans are maintained through instructors' course files to facilitate and assess classroom functioning. 4. Suggests innovative teaching methodologies and ensures curriculum completion through assignments, class tests, tutorials, etc. 5. Fosters a research-oriented culture among students by organizing research workshops. 6. Implemented the collection and analysis of self-appraisals from teaching and administrative staff. 7. Collects, analyzes, and communicates feedback from students and stakeholders on general and curriculum-related aspects. Review of Structures & Methodologies of Operations 1. Conducts audits focusing on green practices, energy usage, and environmental impact. 2. Performs academic audits. 3. Communicates audit recommendations to the appropriate departments for review and action. 4. Oversees the implementation of corrective measures based on audit findings. 5. Monitors the effectiveness of the mentoring and remedial systems. Review of Learning Outcomes 1. IQAC has introduced Outcome-Based Education (OBE). 2. Evaluates the achievement of Course Outcomes (COs) Program Specific Outcomes (PSOs), mapping them with Program Outcomes (POs) using LMS software such as NETCAMPUS. 3. Analyzes and assesses the attainment of COs and communicates any necessary corrective actions to the relevant teacher or department. 4. Designs approximately 50 programs aimed at improving the efficiency and professionalism of students, faculty, and non-teaching staff. Incremental Improvement from 2018-23 1. Launched new programs and certificate courses. 2. Established MOUs/collaborations to support diverse academic initiatives and activities. 3. Formed the Institution Innovation Council. 4. Organized workshops, seminars, and conferences focusing on research methodology, intellectual property rights, and entrepreneurship. 5. Equipped some of the classrooms with ICT facilities. 6. Upgraded the campus to be fully WiFi-enabled. 7. Enhanced the Integrated College Management System and Library Management System software. 8. Automated the college library with Integrated Library Management System (ILMS) and RFID technology

File Description	Document
Upload Additional information	[View Document](#)

6.5.2

Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
2. **Academic and Administrative Audit (AAA) and follow-up action taken**
3. **Collaborative quality initiatives with other institution(s)**
4. **Participation in NIRF and other recognized rankings**
5. **Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: B. Any 3 of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	[View Document](#)
NIRF report, AAA report and details on follow up actions	[View Document](#)
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	[View Document](#)
Link to Minute of IQAC meetings, hosted on HEI website	[View Document](#)

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

Implementing gender equity and sensitization in both curricular and co-curricular activities, as well as ensuring adequate facilities for women on campus, is essential for fostering an inclusive and supportive educational environment in the college.Paramekkavu College of Arts and Science shows gender sensitivity through various initiatives and actions for creating a safe, secure, and healthy atmosphere in the campus. A gender audit and measures for promoting gender equity in the college typically involve a systematic evaluation of gender-related practices, policies, and culture within the organization. The gender sensitization policy implemented at Paramekkavu College of Arts and Science plays a crucial role for fostering an inclusive, respectful, and equitable environment for all members of the college community. The curricular activities of University of Calicut supplemented with Gender sensitization courses and includes various topics related to gender in its syllabus. Integrating gender-related topics into the curriculum can help to foster a deeper understanding of gender issues and promote gender equality among students.Students are encouraged to do gender-related projects that aim to address issues of gender equality, raise awareness, and promote empowerment across various domains.Implementing these projects can significantly contribute to creating a more gender-equal and inclusive society.

Special initiatives of institution are as follows:

- **Year wise Gender Audit is carried to promote gender equity and create a more inclusive environment in college.**

- **Women Development Cell for promoting gender equity and supporting the needs and aspirations of women in a college.**

- **Various sessions on topics such as women's health, legal rights, self-defense, entrepreneurship, and gender conducted by WDC promote gender sensitization and assure maintaining gender neutrality in the college.**

- **Grievances of both men and women are accepted equally and addressed simultaneously through Grievance cell.**

- **Regular parent-teacher meetings are organized to bring the students–parents and teachers together.**

- **Equal representation of boys and girls in College elections.**

- **Female and male students are given equal opportunities to participate in Sports, Arts and other extracurricular activities.**

- **Opportunities in the appointment of staff are never differentiated on the basis of Gender.**

- **For the academic projects, students are encouraged to choose gender-related themes.**

- **Equal opportunities ensured in clubs and cell participation.**

Special facilities of institution are as follows:

- **24 hours working CCTV cameras for enhancing campus security.**

- **24 hours security service to ensure the safety of our students, teachers and other staff.**

- **Sanitary napkin vending machine in the college to promote menstrual hygiene and to support the health and well-being of female students, faculty, and staff.**

- **Sanitary Napkin incinerator to promote menstrual hygiene and managing waste responsibly.**

- **Separate washrooms for girls and boys.**

- **SHE Corner for providing a safe, private, and supportive space for female students and staff.**

- **Compound wall for the campus**

- **All students and staff must wear ID cards on the campus.**

- **Female students are always accompanied by female faculty members during study tours and off campus visits.**

- **Counseling room for supporting the mental health and well-being of students, faculty, and staff.**

- **Sickroom for providing immediate medical attention and care to students,**

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

7.1.2

The Institution has facilities and initiatives for

1. **Alternate sources of energy and energy conservation measures**
2. **Management of the various types of degradable and nondegradable waste**
3. **Water conservation**
4. **Green campus initiatives**
5. **Disabled-friendly, barrier free environment**

Response: A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	[View Document](#)
Geo-tagged photographs/videos of the facilities.	[View Document](#)
Circulars and report of activities for the implementation of the initiatives document	[View Document](#)
Bills for the purchase of equipment's for the facilities created under this metric	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. **Green audit / Environment audit**
2. **Energy audit**
3. **Clean and green campus initiatives**
4. **Beyond the campus environmental promotion activities**

Response: A. All of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	[View Document](#)
Policy document on environment and energy usage Certificate from the auditing agency	[View Document](#)
Green audit/environmental audit report from recognized bodies	[View Document](#)
Certificates of the awards received from recognized agency (if any).	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

Paramekkavu College of Arts And Science play a crucial role in fostering an inclusive environment and promoting tolerance and harmony among diverse cultural, regional, linguistic, communal, and socio-economic groups. College organized events and festivals that celebrate various cultures and traditions, fostering a sense of belonging and appreciation for diversity.

1. **Catering to Inclusive Environment-Cultural:**

College hosts events that celebrate the diverse cultures, traditions, and histories of the community, such as cultural festivals, heritage months, and international days. The followings were organized to inculcate an inclusive environment in culture.

• **Onam , Christmas, Holi, Bakird, Keralapiravi are celebrated every year by organizing various cultural programmes.**

• **Departmental level cultural activities were organized by department associations.**

1. **Catering to Inclusive Environment-Balanced Regional Growth**

Our college ensures equal opportunities for education, and participation regardless of race, gender, ethnicity, disability, or other characteristics.

• We foster collaboration among campus administrators, faculty, students, alumni, and community leaders to align efforts and resources towards shared goals.

• There is faculty representation from different socio-cultural backgrounds.

• We have student enrolment from different districts of Kerala.

3. Catering to Inclusive Environment- Linguistic

• Reading Day Competitions

• Language day Competitions

4. Catering to Inclusive Environment- Communal socio-economic

• Free Medical camps

• We provide financial aid packages and scholarships to support students from economically disadvantaged backgrounds. This includes need-based grants, merit scholarships, and funding specifically targeting represented groups.

• College provides internships, co-op programs, and work-study opportunities that provide valuable work experience and financial support for students.

• The college collaborated with Swasraya Special Child Development and Vocational Training Centre, Kuttur, to arrange a number of activities and provide a platform to express their artistic abilities and talents.

5. Activities organized to promote sensitisation on constitutional obligations

• Observation of national and international days

• Activities on sensitisation of role and responsibilities of students towards persons with disability.

• College election

• Workshops and awareness campaigns were organized on Child and Women rights.

6. Professional Ethics

Professional ethics provide a framework within a profession to conduct themselves in a manner that upholds the values and standards expected of their role, contributing to the overall integrity and trustworthiness of the profession as a whole. The following are the professional ethics followed in our college.

• Faculty must maintain fairness in grading and assessment.

• Confidentiality and privacy rules are implemented in the college to protect the personal

information of students and colleagues, requiring discretion in handling sensitive data.

? Respect for diversity and inclusion is mandated, promoting equal treatment and opportunities regardless of background or identity.

? ID cards are made compulsory to all teachers.

? Teachers and students are instructed to reach the college before 9.30 a.m.

7. The college observes various days of national and international importance. They are the following:

- Environmental day,Women's day,Aids Day,Kerala Piravi,Independence Day,Christmas,Yoga Day,Onam,Anti-Drug Day,Republic Day,Teachers Day,World Photography Day,Children's Day,World Water Day,Reading Day,World Poetry Day,Holi,World Health day,Science Day,Youth Day,Moon Day,Quit India Day,Energy Conservation Day,Child Labour Day,Population Day,Food Safety Day,Students Day

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

7.2 Best Practices

7.2.1

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

Response:

Snehasparsham: Embracing the Warmth of Compassion

Vision: To cultivate empathy and social responsibility within the college community through

meaningful community service.

Mission: To engage students, staff, and faculty in initiatives that support social welfare and

promote a culture of compassion and active citizenship.

The Context

Snehasparsham is an initiative by Paramekkavu College of Arts and Science aimed at

fostering social welfare and community support. Launched in the academic year 2018-19, it

initially focused on distributing noon meals to pain and palliative care unit patients and

resumed in 2022-23 with a cloth donation drive in Thrissur district.The objectives are to raise social awareness among students.

Food Kit Distribution: The College partnered with ACTS, a voluntary social organization,

to distribute food kits to pain and palliative care patients. After collecting food pack students

distributed it at the care center.Cloth Donation: The College collects reusable clothes from students, teachers, and staff.

Donors are instructed to ensure the clothes are not too old or torn and are properly washed,

ironed, and folded. The clothes are then sorted by teachers and handed over to a cloth bank at Pallimoola, where they are distributed to the needy. The funds generated from selling some clothes are used for various social purposes

Evidence of Success: The food pack distribution program has increased students#39; awareness of palliative care needs and fostered a sense of empathy and responsibility. The cloth donation drive has instilled humility and social responsibility among students, contributing to their personal and academic growth.

Building a Sustainable Campus

Vision: To create an environmentally sustainable campus that serves as a model for

responsible resource use and conservation.

Mission: To integrate sustainable practices into campus life, reducing environmental impact

while educating and empowering the community.

The Context

Paramekkavu College of Arts and Science is committed to promoting sustainability through

various practices.The objectives are to reduce energy and water consumption, and foster a

sustainable campus culture.

Green Campus Policy: The College's Green Campus Policy promotes sustainable practices

and environmental education. Planting saplings during important functions, maintaining a garden, and establishing a medicinal garden called Vidyavanam with 41 plant species are part of the initiative.

Energy Use and Conservation: The College has implemented energy-efficient measures, including using LED bulbs and tubes, to reduce energy consumption and promote sustainability.

Rainwater and Waste Management: Rainwater conservation involves collecting rainwater from the terrace and storing it in the campus well. The college also has a solid waste management system.

Water Conservation: Water conservation is the practice of using water efficiently to reduce unnecessary water usage. Rainwater harvesting systems capture and store rainwater for non-potable uses.

Restricted Use of Automobiles: The College promotes alternative transportation methods such as walking and public transit to reduce carbon emissions and create a safer campus environment.

Evidence of Success: The project has significantly reduced the college's carbon footprint, with over 60% of students and faculty using bikes as their primary mode of transportation. Initiatives such as plastic elimination, water conservation, and renewable resource use have been successfully implemented.

File Description	Document
Any other relevant information	[View Document](#)
Best practices as hosted on the Institutional website	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1

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

Response:

Unveiling the Unique Institutional Identity: Exploring the Distinctive Location of Paramekkavu College of Arts and Science

Paramekkavu College of Arts and Science, nestled in the serene suburb of Puzhakkal in Thrissur, Kerala, offers students a unique academic experience shaped by its strategic geographic location. The college is located in a remote area away from the busyness of the town, providing a strategic position that makes teaching and learning enjoyable and resourceful. The vast grounds and pollution-free environment create a vibrant atmosphere for all college activities, offering fewer distractions and a peaceful environment for academics.

Tranquil Environment: Located away from the bustling town center, our college enjoys a peaceful setting amidst vast grounds and a pollution-free atmosphere. This environment is ideal for focused teaching and learning, providing students with a conducive space to excel academically.

Cultural Richness: Thrissur, renowned as the cultural capital of Kerala, surrounds our campus. This proximity allows our students easy access to too many cultural events, festivals, and historical sites, enriching their overall educational journey.

Suburban Serenity: Puzhakkal's suburban ambiance offers a tranquil and conducive environment for academic pursuits. Shielded from urban distractions, students can concentrate on their studies and personal growth without interruptions.

Accessibility: Despite its suburban location, Puzhakkal maintains excellent connectivity to Thrissur city.

Scenic Beauty: The attractive surroundings of Puzhakkal, characterized by lush greenery and natural landscapes, enhance the college campus's aesthetic appeal. This scenic backdrop not only provides a serene atmosphere for academic activities but also encourages recreational pursuits and creative endeavors among students.

Community Spirit: Situated in a close-knit suburban locality, Paramekkavu College fosters a strong sense of community among students and faculty. This supportive environment promotes meaningful interactions, collaborative learning, and mutual support among peers.

Educational Ecosystem: The presence of multiple educational institutions and facilities in Puzhakkal creates a rich educational ecosystem. This environment encourages academic collaboration, providing students with diverse learning opportunities and access to additional resources.

Cultural Immersion: Kerala's vibrant cultural heritage is integral to the college experience at Paramekkavu. Students have the opportunity to immerse themselves in Kerala's rich traditions, festivals, and art forms, further enriching their cultural awareness and appreciation.

Global Engagement: Thrissur's cultural significance attracts visitors from around the world, offering students opportunities for global interactions and cultural exchange. This exposure fosters mutual understanding and broadens students' perspectives on global issues.

Natural Inspiration: Kerala's beautiful natural surroundings, with lush landscapes surround Paramekkavu College. This environment inspires creativity and creates a great atmosphere for both studying and personal development.

Community Service: Paramekkavu College actively engages with the local community through service-learning projects, internships, and community service initiatives. These activities still create a sense of civic responsibility and leadership among students, preparing them to contribute positively to society.

Paramekkavu College of Arts and Science in Puzhakkal offers students a harmonious blend of academic excellence, cultural immersion, and community engagement within a tranquil suburban setting. Our commitment to holistic education and student development in such an enriching environment prepares graduates to thrive in a globally interconnected world

File Description	Document
Appropriate web in the Institutional website	View Document
Any other relevant information	View Document

5. CONCLUSION

Additional Information :

Paramekkavu Arts and Science College

Empowering Minds, Enriching Lives

Located in the heart of Thrissur, Kerala, Paramekkavu Arts and Science College is a premier institution of higher learning that has been shaping the minds of future generations since its inception. With a rich legacy of academic excellence, innovative research, and community engagement, the college has established itself as a beacon of knowledge and intellectual curiosity.

Academic Programs

The college offers a wide range of undergraduate and postgraduate programs in Arts, Science, and Commerce, designed to foster critical thinking, creativity, and problem-solving skills. Our experienced faculty, state-of-the-art infrastructure, and rigorous academic curriculum ensure that students receive a comprehensive education that prepares them for success in their chosen careers.

Research and Innovation

Paramekkavu Arts and Science College is committed to advancing knowledge and innovation through cutting-edge research. Our faculty and students engage in interdisciplinary research projects, collaborations, and publications, contributing to the global academic community.

Community Engagement

The college is dedicated to giving back to the community through outreach programs, social initiatives, and cultural events. Our students and faculty actively participate in activities that promote social responsibility, environmental sustainability, and cultural heritage.

Campus Life

Our campus is a vibrant and inclusive community that celebrates diversity, creativity, and intellectual pursuits. Students have access to modern facilities, including libraries, laboratories, sports facilities ensuring a comfortable and supportive learning environment.

Alumni Network

Our alumni network is a testament to the college's legacy of excellence, with successful professionals, entrepreneurs, and thought leaders making a positive impact in their respective fields.

Concluding Remarks :

Paramekkavu Arts and Science College stands as a testament to the power of education to transform lives and

communities. With its rich legacy of academic excellence, innovative research, and community engagement, the college has established itself as a beacon of knowledge and intellectual curiosity. As we look to the future, we remain committed to our mission of empowering minds and enriching lives, preparing our students to succeed in an ever-changing world. With a strong foundation in the arts, sciences, and commerce, our graduates are equipped to make a positive impact in their chosen careers and contribute to the betterment of society. We invite you to join us in our pursuit of excellence and become a part of the Paramekkavu Arts and Science College family.

Vision
Empowering the aspirants through high quality education for holistic development

Mission
To educate the students as contributors in the establishment of a joint and equitable society.

To design and implement activities that empower the students with the skills needed for modern society.
To provide quality education to the students from deprived sections and to enable them for sustained development.
Develop an ecosystem that will inculcate good character, self – esteem and awareness of societal responsibilities among the stakeholders