SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

MES COLLEGE ERUMELY

M.E.S COLLEGE ERUMELY, PROPOSE P.O., ERUMELY, KOTTAYAMA
DISTRICT, KERALA
686509
https://meserumelycollege.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

The M.E.S College, Erumely is one of the first unaided Arts and Science Colleges affiliated to Mahatma Gandhi University, established in 1995. The college obtained **minority status** with effect from **September 2012**. The institution is situated at Erumely in Kottayam district, Kerala. The location is near the pilgrim centre **Sabarimala** and has many distinctive features that make the institution excel in every aspect. The college has a pivotal role during the pilgrim season. Erumely where **Vavar Palli** (Ninar Masjid) and **Kochampalam** (Temple) stand side by side is famous for **Hindu Muslim unity**. All the pilgrims worship both in Temple and Masjid and thus it is a unique place of communal harmony. Being located in the boundary of Sabarimala Forest, the aesthetic sense of the geographical region is yet another feature. The serene atmosphere, sylvan surrounding and nourishing unpolluted air will provide quite a **conducive environment for learning**.

The college **belongs to a network** of educational institutions established and operated by **Muslim Educational Society (M. E.S).** The primary motivation for the inception of MES was the **enhancement of then backward Muslim community** and especially of its **female population.** It is really inspiring that **now** the **presence of Muslim women** is **more than 70% in higher education.**

The founders of the college had an excellent vision of spreading the true wisdom all-around irrespective of caste, creed, language and religion. The institution makes all efforts to be compassionate to the **marginalised sections**.

The College offers **Ten UG** and **Eight PG Programmes**.The infrastructural facility of the college is **sufficient** to meet **academic and non academic requirements.** It needs special mention that this achievement is **without any government fund.** The institution has **sufficient** number of **computers** for students and staff. College provides **hostel facilities for boys and girls.** The **reduced bus fair** cater to the needs of student community nearing 1000.

The college has **Two NSS Units** and they bring laurels to the institution many times including the **best unit award.** In 2022 the government has sanctioned an **NCC unit of 80 cadets** and this year enrolled 23 SD and 07 SW cadets were enrolled.

Vision

Enlightening young minds through ethical and quality learning

M.E.S College, Erumely envisages an enriching and quality-based learning environment through a well-organized academic system. The college imparts ethical learning by enhancing social responsibility, inculcating rational thoughts and nurturing emotional intelligence.

IQAC in association with NSS, Clubs and Departments of the College organizes seminars on legal literacy, Road safety rules, Role of Social workers in child protection, Awareness classes on impact of social media and negative impact online games. Department of Social work conducted Street play in different places of Kerala on socially relevant topics like Children's rights and needs, child abuse, communal violence etc.

To promote ethics in research **IPR Cell** of the College creates awareness on intellectual property rights among faculty members, research scholars and students. IPR Cell and various departments organize seminars and webinars on the importance of IPR, Copyrights, plagiarism etc. A **one-day workshop** entitled "Intellectual Property Right" is organized by the Department of Commerce.

Under the leadership of different **clubs, cells and forums,** the students of the institution conducted **socially committed and green initiative activities**. These endeavours include community engagement initiatives, disaster relief and management, Green Practices.

Mission

- Generating **socially committed, intellectually empowered and ethically sensitive** change-makers through excellence and quality education.
- **Accommodating** individuals from **various Socio-economic sections**, especially for the less fortunate in order to fulfill their aspirations to have affordable education.
- Serving as a catalyst for fulfilling the dreams of the academic community to achieve the most suitable careers and committed life.
- The institution ensures a committed professional career along with **a socially responsible** future through rigorous academic orientation, effective implementation of the curriculum and creation of an outside learning environment through extension activities.

CORE VALUES

- **Inclusiveness**
- **Learning**
- **Social Commitment**
- **Empowerment**
- **Equity**

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Dedicated and insightful management
- Knowledge based education is being offered
- Socially committed and ethically sensitive student community
- Comprehensive and systematic admission process
- An eco-friendly clean campus with good ambience
- Greater academic support for students from different socio-economic backgrounds
- Remarkable accomplishments in various fields like literary, cultural, NSS and sports activities
- Well maintained accommodation facilities for the students
- Frequent assessment of academic process
- Governmental and Institutional scholarships and financial assistance to eligible students
- Committed Parents Teachers Association for Institutional upliftment
- Effective implementation of statutory bodies
- Gender inclusive campus

- Workshops, Industrial visits and practice-based learning are being held
- Competent and devoted faculties
- Well accustomed infrastructural growth
- Extension activities are conducted through various implementing bodies
- An efficient cluster of newly recruited and senior faculties for mentoring the students
- Fostering slow learners through student support system such as remedial coaching and bridge courses
- Conducive academic atmosphere with well-maintained discipline
- Comprehensive enrollment of minority students
- Observation of various days of importance with creative activities
- Green initiatives
- Well organized and registered Alumni as the most treasured assets of the college
- Effective implementation of Curriculum and Professional grooming
- NPTEL local chapter
- Examination center for various state and national level competitive examinations
- Curriculum enrichment initiatives through Human Resource Development center
- Adequate security measures for the institutional community

Institutional Weakness

- Lack of nearby industries for resource mobilisation and employment opportunities
- Lack of financial assistance from state/state sponsored agencies
- Poor communication skills of students
- Internship programmes and linkages are limited
- Limited tie-ups with industries
- Accessibility issues due to geographical reasons

Institutional Opportunity

- Potential for start-ups
- Possibilities to sign MOUs with well-known academics
- Improvement in infrastructure service in the library
- Steps for improved alliance with the local economy
- Emphasizing on Women empowerment and gender studies
- To commence a number of skill development and vocational courses
- Opportunities for the student's comprehensive development
- Scope for faculties as well as students to be active in different clubs and forums
- Enhancement of e-learning facilities
- Provisions to enhance extra-curricular activities
- Socio economic upliftment of minority Communities
- Rural transformation of nearby villages
- Scope for extending green and social practice
- Well-equipped classrooms lead to the strengthening of UG and PG streams
- Slot for more courses that can be enforced to achieve the educational demands of the students
- Utilizing the proficiency of the alumni
- Utilizing the efficiency of the management
- Chances of receiving financial assistance for development projects from the alumni

- Faculties with the ability to conduct research publications and projects
- Requirement of skill-oriented programmes in order to tackle social needs
- Faculty training programmes for meeting changing trends and requirements
- Sufficient, natural and infrastructural resources available in the campus premise

Institutional Challenge

- Higher segment of students with vulnerable socio-economic background
- Comparatively less professional and global competency among students due to their socio-economic background
- Academic flexibility is limited due to the implementation of university curriculum
- High cost of maintenance for the infrastructure
- Students coming from educationally marginalized sections
- Time lag in announcement of university examination results
- Academic performance affected by postponement of exams
- As institutional communities are from diverse socio-economic backgrounds, it is challenging to transform into a digital concern

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

M.E.S College, Erumely, affiliated to the Mahatma Gandhi University, Kottayam, Kerala follows **CBCS and PGCSS** system as per university guidelines and academic curricula of the University in a well-planned manner. Academic and Administrative sections are headed by the Principal. The college council is constituted for effective implementation of curriculum which includes Principal, Vice Principal, IQAC Coordinator, head of the Departments and two elected senior faculties. IQAC prepares an **academic calendar** in tune with the university calendar and head of the Departments Prepare academic plans in accordance with this. Faculties, assigned by the university, actively participate in various curricular activities such as **curriculum design, syllabus revision, question bank preparation and paper valuation.** For the productive execution of teaching learning process, faculties should maintain **Lesson plan and Work diary.** Teachers and students are encouraged to publish research papers and to participate in workshops and seminars for curriculum enrichment. **Bridge courses, Certificate courses and Add-on courses** are conducted for students. Academic flexibility is maintained by offering a **choice for open courses and electives for UG and specializations for PG programmes. As per the syllabus, all the programmes have Main project in the final semester and mini project for BBA in III semester and for BCA in V semester. The MSW programme has field work in each semester and internship in final semester.** An I**nternal Examination Committee** is constituted and continuous internal evaluation conducted according to the internal evaluation policy of the institution. Apart from the syllabus, which includes courses like environmental awareness, human values, and professional ethics, the college takes **initiatives to inculcate social responsibility and human values** to motivate students to participate in various socially committed programmes. **The feedback is collected from the stakeholders and is analyzed** for a check on curriculum efficiency.

Teaching-learning and Evaluation

The **admission process** of the **UG and PG** programmes is done through **Centralized Allotment Process (CAP) of MG University,** so transparency is maintained. **Enrollment** of students is on the basis of merit and reservation policies of the Government. It ensures the representation of SC, ST, OBC, OEC and Minority communities of society.   College has a good record of toppers in university level. Institution conducts orientation programmes for freshers and their parents. **FDP, Seminars and Webinars** are conducted for faculties. The institution assesses learning levels of newly admitted students by conducting **entry level tests. Orientation classes and bridge courses** are provided to help students in their selected courses. College follows a **Mentor -Mentee system** and helps the students to enrich holistic development. The mentor maintains a **Students' Register** as a record of details of the mentee. **Student-Full time teacher ratio of 18:1** provides sufficient care for students. The **internal evaluation** procedure is **transparent** and the **grievances are resolved** through a three-level grievance redressal mechanism.

SWAYAM/NPTEL, MOOC going parallel with regular courses help to develop self-confidence and skills. **Average percentage of full-time teachers** against sanctioned posts during the last five years is **100 %** . College initiates various programmes like intercollegiate fests, Soccer fest, seminars and club activities to promote experiential learning. Teachers use **Google Classroom, Moodle LMS and PPT** presentation for curriculum delivery and assessment process. The details of **PO, PSO and CO** are published in the website.

Research, Innovations and Extension

MES College Erumely fortifies research, innovation and extension activities through the **Research Forum and Innovation and Entrepreneurship Development Centres (IEDC).** Research Forum organizes activities to promote the research culture in the institution. Various activities like **National and International Seminars, Webinars, Workshops, Paper Presentation Competitions etc.** have been conducted to promote the theoretical writing and analytical skills of faculties and students. To promote research activities, seed money is provided to faculties and students. We have 26 Faculty Publications and 18 student publications. Some departments have established linkages/ collaborations with leading institutions/ Organizations.

Entrepreneurship Development Club (ED club) of the institution was registered with Directorate of Industries & Commerce under Entrepreneurship Development Club Programme of Industries & Commerce, Government of Kerala. Moreover, the Institution registered for YIP . These clubs conducted various activities like Seminars and webinars on Start Ups, Innovation and IPR to promote the entrepreneurial skills of the students.

Relevant extension activities are carried out by **Departments, NSS, and various clubs, forums and cells like Red Ribbon Club, Women's Forum. Institution got various awards and recognition for its extension activities. Our NSS unit was selected best in the university and state level in 2016-2017.** Two main projects of our NSS Unit are

- Thanal NSS Eco Park (Vazhiyoram Tourism Project)
- Mukkada Water Conservation. – Neerurava Samrakshanam

Infrastructure and Learning Resources

The institution provides various academic and non- academic facilities for the overall enhancement of the students. To facilitate teaching - learning, the institution has spacious **classrooms, well equipped laboratories,**

ICT enabled seminar hall etc. MES College, which has witnessed various infrastructural milestones, is situated in a **15.4 - acre campus and has 35 well-lit, furnished classrooms and five laboratories including an Electronics Lab, 3 Computer labs and a Psychology lab**. An ICT enabled seminar hall of 2319 square feet, with 250 seats and an Open Auditorium of 5829.2 square feet to accommodate entire students.The college store has a **reprographic facility** and a cafeteria. A clean canteen is available for students and staff. College sports ground has 4 tracks of a 100 meter, a long jump and high jump pit. Also, the Volleyball and Badminton courts have prescribed dimensions. The college **library** is automated with a collection of **12000 books**. Campus is Wi-Fi enabled with **2 broadband connections of 100 Mbps speed, 24 hours surveillance facility with 52 CCTV cameras. Two generators with 63 KV and 25 KV capacities** for power back up, maintaining a transformer within campus. **4 college buses** provide transport facilities. A prayer hall in the campus fulfills spiritual needs of staff and students. Public addressing systems like the common announcement system, microphone, speaker, amplifier, and college website are available for effective communication. **ATM (South Indian Bank) and Post office (Propose Post Office)** facilities in the campus cater the needs of staff, students, and local populace as well.

Student Support and Progression

M.E.S College strives to reflect its Vision and Mission through a variety of Programmes carried out under Student Support and Progression. Being a **Self -financing institution** we **do not have** so many **scholarships** but **an average 30.6%** of the students get Government Scholarship and free ships from the institution.**10% Fee Concession are given to all students due to Covid-19 in the year 2020-2021**. **Minority Centered Programmes** like **Pre Marital Councelling** for Minority students are conducted every year. More over, **Post matric scholarships** can also be availed. The College gives special focus on Coaching for Competitive Exams, Career Counseling, Soft Skill Development, Additional Skill Development Programmes etc. An Effective **Grievance and Redressal Cell, Anti Ragging Cell, Anti Sexual Harassment Cell, Internal Complaint cell, Women's Forum** etc. have been successfully pursuing in the college. A good number of the Outgoing students get placed or go to higher education every year. Some of our students were placed in prestigious institutions and some got selections in Competitive Exams like NET, KMAT, GMAT etc.**Slow learners** are identified and they are given **Remedial coaching and Bridge Courses** for promoting them. To develop **skillset** among students **Certificate Courses and Add-on courses** are also conducted . **College Union election** is conducted every year in the **Parliamentary mode** and the **Union leads** in organizing various **Cultural and Sports Events** in the Campus. The Institution has an active **Registered Alumni** which contributed liberally during the time of flood, Covid-19 etc. Alumni also contribute much to the development of the institution in the form of organizing lectures, arranging scholarships for students, donating books to students, arranging placements etc. The institution has **42 endowments** installed by stake holders and benefactors.

Governance, Leadership and Management

The college is **governed** by **Muslim Education society** with definite Vision, Mission and Core values. The College has a **well-organized administrative structure** led by the **Management committee of M.E.S College Erumely**. The college adopts **decentralisation and participatory management** and strives hard to realise its vision and mission. To attain the core values of the institution a **Strategic Plan** is prepared under the supervision of the Management. The management implements welfare measures like **EPF, ESI, and Maternity leave.**

For the effective implementation of teaching learning process, **Teaching plan and Teacher's diary** are maintained. Academic and non-academic activities are recorded in the Teacher's diary. Institution organizes various FDP's and Seminars to improve the knowledge and wisdom of entire community. During Covid-19 Pandemic, IQAC organized two 5 day FDPs namely **Managing ICT enabled online classes and Moodle - Learning Management Systems** to get acquainted with online teaching methods.

The **performance** of the Faculty is evaluated by students using **Teacher's Evaluation form.** The Institution's **Performance Appraisal System** for **teaching and non-teaching** staff helps to evaluate their performance and to **give suggestions for the improvement.** More over **feedback from the stakeholders** helps to ensure quality.

College is a local chapter of **Swayam / NPTEL**. The computer labs have been used as centres for **TCS and other online tests which generate revenue**. **Resources** of the college have been **utilised for noble purposes. They include College bus facility** made available for **Flood relief activity** and for **conveyance of healthcare team of Kottayam Medical College, in COVID relief activity**

The Internal Quality Assurance Cell of MES College Erumely **started** functioning on **20/11/2018.** The aim is to develop a quality culture and innovation in learning processes to maintain the well-coordinated functions of academic, co-curricular and extra-curricular activities.. IQAC strives to be fair to its objectives and functions. **In association with various stakeholders, IQAC tries to enhance the overall development of the students.**

Institution conducts **regular financial auditing.** Financial Auditing under the supervision of MES State Committee **enables the transparency and efficient management of accounts.**

Institutional Values and Best Practices

The college stands for equality and equity and engages social activities that are both beneficial and accessible to the rural communities. Student community of the college comprises **different social strata and thus encourages cultural and social diversity.** Inclusive Policy formulated by the college helps to maintain an environment of communal harmony and tolerance. **Tribal Transformation Initiatives help to improve the standard of living in tribal communities** and thus leads to a greater social transformation both internal and external.

College organizes different Socially Responsible Activities and celebrates **national and international commemorative days**, events and festivals to infuse constitutional values among students.

Institution has a **Gender Equity Policy.** Gender Equity related Programmes are a regular feature of the College. Institution provides **safety and security measures like CCTV Surveillance, GPS Facility in College buses etc.**

Waste management system, Water conservation system, Green campus initiatives are added features of the disabled friendly campus. The institution has an **Environmental Policy which includes Restricted Entry of Automobiles, Minimal use of Plastic etc**. helps the institution to act in tune with the drive for attaining **SDG of UN.** The **Rain water harvesting system, Bore Well / Open Well Recharge and Maintenance of water** bodies in the campus helps to eradicate water scarcity and sustain **nature conservation. Quality audits on environment and energy** are **regularly undertaken** by the Institution. The campus is surrounded with

m**ore than one thousand trees** and a landscape which is rich in trees and plants makes it ecofriendly.

Best Practices:

1. **Social Learning and Innovation Program (SLIP)** of MES College Erumely is a holistic practical framework for socially empowering the students and to develop their social skills.

2. '**THAPASAM'- Sabarimala interventions** intends to holistic development of students and to provide basic assistance and support to Sabarimala pilgrimage.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	MES COLLEGE ERUMELY
Address	M.E.S College Erumely, Propose P.O., Erumely, Kottayama District, Kerala
City	Erumely
State	Kerala
Pin	686509
Website	https://meserumelycollege.ac.in

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal	Anil Kumar S	04828-254393	9446045664	-	principal@meserumelycollege.ac.in
IQAC / CIQA coordinator	Remadevi A	04828-255444	9496802344	-	remadevimeserumely@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	Yes Minority Status Certificate.pdf
If Yes, Specify minority status	
Religious	Muslim
Linguistic	
Any Other	

Establishment Details

State	**University name**	**Document**
Kerala	Mahatma Gandhi University	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	M.E.S College Erumely, Propose P.O., Erumely, Kottayama District, Kerala	Rural	15.4	8810.29

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	BBA,Business Administration	36	Plus Two	English	70	56
UG	BCA,Computer Science	36	Plus Two	English	70	67
UG	BSc,Electronics	36	Plus Two	English	30	0
UG	BCom,Commerce	36	Plus Two	English	50	0
UG	BCom,Commerce	36	Plus Two	English	40	0
UG	BCom,Commerce	36	Plus Two	English	110	58
UG	BCom,Commerce	36	Plus Two	English	40	5
UG	BCom,Commerce	36	Plus Two	English	70	54
UG	BSc,Psychology	36	Plus Two	English	24	13
UG	BA,English	36	Plus Two	English	24	11
PG	MSc,Computer Science	24	Graduation	English	15	0
PG	MSc,Electronics	24	Graduation	English	15	0

PG	MCom,Commerce	24	Graduation	English	20	0
PG	MCom,Commerce	24	Graduation	English	30	8
PG	MCom,Commerce	24	Graduation	English	15	5
PG	MA,English	24	Graduation	English	20	4
PG	MSW,Social Work	24	Graduation	English	30	29
PG	MA,Economics	24	Graduation	English	20	0

Position Details of Faculty & Staff in the College

	Teaching Faculty											
	Professor				**Associate Professor**				**Assistant Professor**			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				0				0
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit				0				0				0
Sanctioned by the Management/Society or Other Authorized Bodies				1				12				34
Recruited	1	0	0	1	1	11	0	12	9	25	0	34
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				11
Recruited	3	8	0	11
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				4
Recruited	4	0	0	4
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/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	0	0	0	0	0	0	1
M.Phil.	0	0	0	0	5	0	0	0	0	5
PG	0	0	0	1	6	0	3	16	0	26
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/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	0	0	1
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	4	10	0	14
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**
	1	1	0	2

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	168	0	0	0	168
	Female	96	0	0	0	96
	Others	0	0	0	0	0
PG	Male	10	0	0	0	10
	Female	36	0	0	0	36
	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	1	6	4	6
	Female	3	5	3	3
	Others	0	0	0	0
ST	Male	2	0	1	2
	Female	2	1	0	2
	Others	0	0	0	0
OBC	Male	92	112	141	125
	Female	60	93	113	102
	Others	0	0	0	0
General	Male	72	134	94	106
	Female	45	66	65	84
	Others	0	0	0	0
Others	Male	11	5	8	5
	Female	7	3	5	2
	Others	0	0	0	0
Total		295	425	434	437

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	In tune with the vision of NEP, college strives to provide high quality education for students. The institution aims to create well educated, socially responsible, knowledgeable young adults and make them successful in life. Various academic programs offered by the college are in the disciplines of Management, Science, Social work, Arts and Literature. Students are encouraged to undertake projects in multidisciplinary areas. The Research forum of the college provides an academic platform for students and faculty members to present their views in multidisciplinary areas. In an intercollegiate fest Busqueda De Talento organized by college, all departments conduct competitions on

	interdisciplinary subjects. The college provides Certificate courses for academic and vocational needs of the students. The college opted for a variety of open courses for final year students. Academic flexibility exists and the students can choose any open course of their choice. Moreover MSW students are offered different specializations.
2. Academic bank of credits (ABC):	Implementation of ABC depends on the rules and regulations of the affiliating university. The institution is ready to be a part of ABC once it is implemented by the University. Even now the college acts as NPTEL local chapter since 2020 and around 1500 students registered for Swayam courses. Students are being informed about National Education Policy and Academic bank of Credits.
3. Skill development:	Skill development programmes identifies skill gap and provides skill training and employment benefits to students. These programs aim to acknowledge the ability of the students and extend the support by serving them with proper guidance, opportunities and encouragement. To meet the above demands, the institution has started 9 certificate courses in the academic year 2020-2021,12 certificate courses in the year 2021-2022 and also 4 Add-on courses. A career and placement cell of the college conducts orientation programs and skill development training. To encourage the students' entrepreneurial abilities, a center for Kerala State Industrial Development Cooperation has been established in the college. The ED club of the institution also encourages students in achieving the same goal. The club is active in organizing different programmes for the students. The sports and cultural activities conducted by the institution help the students for developing their skills.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	The nation and the individual both benefit from the promotion of Indian arts and culture. The college has organised programmes to promote art, literature, and culture while also taking effective steps to incorporate the Indian knowledge system into the teaching and learning processes. The English Department provides courses including Indian Writing in English and Reading India. These courses aimed to introduce students to the key movements and authors of Indian literature in English in order to give them a better understanding of India's historical,

	cultural, and literary history. Goal of these courses include issues with language, nation, and aesthetics. The college selects Hindi and Malayalam as second languages. Hindi curriculum aims to explore into the unique characteristics of Kashmir as the Pride of the Nation and Heaven on Earth. From that course the students will learn how to overcome challenges in their lives by embracing the writings of Dr. A P J Abdul Kalam, the former president of India. In addition, the curriculum has chapters that glorify the dignity of Indian culture. In Malayalam, students got an awareness about India's culture and tradition by studying the travelogues about Himalayas,the snow flaked mountains. The students also learned about the Dalit Reformation movement and the incidents that paved the way to this movement In collaboration with National Service Scheme and other clubs, the college organises a variety of events under the direction of IQAC to promote tradition and culture. The College observes Teacher's Day, International Yoga day, International mother language day, International Family day etc., so that it may emphasizes cultural consciousness among students.The campus radio broadcasts programmes related to culture and heritage of Kerala.
5. Focus on Outcome based education (OBE):	Outcome based education focuses on specific outcomes. It aims on the lifelong skill sets, students need to acquire.The affiliating university has implemented Outcome based education. All activities of the college are designed to help students in achieving the outcome. IQAC organized a Two-day workshop for faculties on Outcome Based Education in association with Kerala State Higher Education Council. IQAC organizes orientation programme for first year students at the beginning of the academic year . A general awareness about outcome based education is given at that time. The head of the departments and faculties in charge explain the PO, PSO and CO to the students during the sessions itself. Teaching plan is prepared by the faculties considering respective course outcomes. The outcomes are displayed at prominent places in each department for proper awareness. Social work students analyze a problem in community settings and prepare feasible solution by interacting with different stakeholders.
6. Distance education/online education:	The college provides online education along with

<table>
<tr><td></td><td>offline mode. During Covid-19 pandemic, the college used various digital platforms for engaging classes. The students can access the study materials, e-resources and other learning materials from the college website. The college is well-equipped with IT infrastructure for online programmes.</td></tr>
</table>

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Parliamentary affairs and Electoral literacy club (ELC) has been functioning in M.E.S College Erumely from the academic year 2019 - 2020. The club enlightens the students in parliamentary practices such as process of registration and voting. The objectives are 1. To familiarise students with the rules, regulations and functioning of the Parliament and Legislature. 2. To provide a platform where students can discuss social, political, economic and other issues by analysing them intellectually. 3. To Guarantee equality and justice for all.
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?	There is a faculty coordinator and a student coordinator for the club.The club tries to familiarize the students with the parliamentary system, their electoral rights. One of our faculty is selected as District level master trainer of Kottayam district and has completed the state level training on electoral literacy club organized by election department at Thiruvananthapuram.
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.	ELC engages in parliamentary literacy events, conducts mock parliaments, seminars and interactive sessions with elected representatives. 34 students participated in election duty.
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	1. Conducted Online Quiz competition and Essay writing Competition on 18/3/2021. 2. In the Kerala Assembly Election held on 6th April 2021, 34 students of our college are permitted for Election

advancing democratic values and participation in electoral processes, etc.	duty. 3. Conducted Youth Parliament Competition on 7th April 2021. 4. Organized Awareness class on 'Indian Parliamentary System' by K. Purushothaman, Retired Joint Secretary, Kerala Assembly on 1st May 2021. 5. To familiarize with Parliamentary Procedures organized a programme 'Talk with MLA' in which Adv. Sebastian Kulathunkal, MLA of Poonjar Constituency,Kerala interacted with students. 6. An Awareness session by observing Constitution day on 'Indian Constitution and Democracy' by Adv. K R SHAJI, Government Advocate, Panel Lawyer & Mediator, Legal Services Authority, Kanjirapally.
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 institutionalize mechanisms to register eligible students as voters.	With proper campaign of the Electoral Literacy Club of the college, nearly all of the students over the age of 18 successfully enrolled as voters. This year, nearly 222 students of the college linked their voters ID with Aadhar .

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1003	1141	1149	1159	1093

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

2 Teachers

2.1

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

Response: 118

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

2.2

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

2021-22	2020-21	2019-20	2018-19	2017-18
55	60	60	58	54

3 Institution

3.1

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

2021-22	2020-21	2019-20	2018-19	2017-18
154.53	101.62	248.66	206.57	175.93

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:

The curriculum facet of the institution is guided by Mahatma Gandhi University. The institution follows the syllabus and examination pattern as per university guidelines.

- Institution offers **Ten UG** and **Eight PG** courses as per university norms.
- The IQAC monitors and takes necessary measures for a systematic administration and academic excellence.
- **Mentoring system** helps effective curriculum implementation.

Curriculum Planning

Academic calendar

- Institutional **academic calendar** is prepared by the **IQAC** in tune with academic calendar of the university, approved by College Council.
- Each department updates the master calendar **with their activities** and publishes it in the department.

Outcomes

- For some programs, **university provides Program Outcome (PO) with the syllabus** and HoDs and teachers prepare POs for other programs.
- Program Specific Outcome **(PSO) and Course Outcome (CO) are prepared by the HoDs and teachers** and are explained in the initial class itself.

Orientation

- Institution arranges an **orientation program** for students to make them aware of the course, facilities, rules and regulations of the campus.

Curriculum Implementation

Curriculum Delivery

- Faculties impart the curriculum through innovative teaching methods like **presentations, assignments, seminars, workshops** etc.
- Teachers of each course identify the students as **slow and advanced learners** and conduct remedial classes and peer teaching to slow learners and assess them through periodical tests.

- Students are **free to choose open and elective courses**.
- Institution consistently encourages students and teachers to effectively participate in paper presentations.
- Different seminars and workshops are organized on a regular basis, to make the learning student centric.
- **Teachers** maintain a **work diary and lesson plan** for the proper organization of curriculum activities.

Extra-curricular activities

- **Social awareness programs and extension activities** of various clubs, enhance the knowledge horizon and social responsibility of students.
- **Lectures and talks** are offered by the institution and the college is a local chapter of NPTEL.
- The institution conducts various club activities such as **Residential Leadership Camp, Placement training, Adventure Camp** etc.
- Students' attendance is marked accurately by a cloud software-Educloud 360 and the system alerts the absentees.

Internal Evaluation Committee

- Internal evaluations are **centralized and monitored by the Internal Evaluation Committee** and follow a continuous assessment plan through **class tests, seminars and assignments**.
- It initiates the allotment of classrooms and invigilation duties and analyzes the marks of class tests, seminars and assignments.
- The **grievances** from students are forwarded to **Grievance Redressal cell**

Examination

- Two internal examinations are conducted for every programme in each semester as per the university guidelines. **Module wise test paper** is conducted for each course and the marks are taken for the internal assessment

Assignment

- There is an assignment in each semester and marks will be published within a week
- The students are encouraged to do SWAYAM course as an assignment and the marks are awarded based on the course progression

Seminars

- As a part of CIE, seminar presentation is mandatory for final semester students. Once the internal assessment is completed, **results are published on the notice board**. **In case of grievance** regarding internal marks, the students are free to **approach Grievance Cell**

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

1.2 Academic Flexibility

1.2.1 Number of Add on /Certificate/Value added programs offered during the last five years

Response: 25

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

1.2.2 Percentage of students enrolled in Certificate/ Add-on/Value added programs as against the total number of students during the last five years

Response: 19.19

1.2.2.1 **Number of students enrolled in subject related Certificate/ Add-on/Value added programs year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
499	428	137	0	0

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 into the Curriculum

Response:

The institution gives prime concern in covering one or the other cross-cutting issues like **Professional Ethics, Gender equality, Human values, Environment and Sustainability**. The college is devoted to develop values and ethics in students and also alter them into better humans professionally and individually

for the future of the nation. Cross cutting issues are also incorporated through **non- curricular activities by conducting seminars, awareness programmes and observing important days.**

Professional Ethics

- Workshop on **Intellectual Property Rights**
- Webinar on '**An Introduction to IPR and their Importance in the Indian Context'**
- IPR cell in association with IQAC conducted a webinar on **Copyright, Plagiarism, and Intellectual Property**
- Webinar on IPR and Innovation by PG department of Economics with **IPR cell, IEDC and IQAC**

Gender Equality Programs

- As part of the International Women's Day celebrations 2021, a webinar was conducted on the topic **"Atrocities against women- Legal Remedies"**
- Women's Forum conducted a national webinar on **"Emerging Womanism – Rising above Gender Constraints"**
- Women's Forum organizes seminars on themes related to gender like **self defence, women empowerment, sexual abuse etc**.
- Many programs provided by the institution were particularly acquainted with gender related issues
- Women's Forum provided **two-day self-defense workshop for the girl students** of the institution
- **A premarital counseling session** is being conducted for postgraduate students each year with the support of the **Minority Education Department**
- **'Kanal' gender awareness class** by **NSS and District Women Child Development Office**.
- Webinar on **Gender Equality** by B.Com Finance and Taxation

Environment and Sustainability

- The institution is situated in a well maintained **Eco-friendly campus with large varieties of trees**
- The **Nature club and the Bhoomitra Sena club** observe different days like **Environmental day, Ozone day, Forest day** etc
- The **ED club** organizes **beekeeping awareness camps** in association with **State Khadi & Village industries**
- **Cotton shoulder bag** made by ED club to **distribute among the pilgrims of Sabarimala** in association with **Punyam Poonkavanam project of Kerala Police**
- **NSS** organizes various activities related to **environment and sustainability**
- **Thanal - An ecofriendly resting area at Erumely**
- **Planting trees** - To observe the Environment day and Forest day
- **Cultivation of tapioca** - To encourage the students' interest in agriculture
- Participation in **'Punyam Poonkavanam'** campaign of Kerala Police to **clean Erumely, Pampa and Sabarimala**
- The institute organizes **Gandhi Global Solar Yathra (GGSY)** – Students' Solar Ambassador **workshop in association with IIT Mumbai** to **sensitize** the young generations towards the importance of **solar energy**

Human Values

- The institution organized a **Residential Leadership Camp for the PG students**

- **Mask selling campaign** by Dept. of Business Administration in association with **ED club**
- **Adventure Training Camp**
- The **NSDC** gives skill training for the students
- The Anti-ragging cell and Grievance Redressal Cell helps the students to be aware of human values through various programmes
- Community development activities like **blood donation and AIDS awareness** programmes are organized
- **Flood relief activities** were conducted during the year 2018- 2019 and 2019- 2020
- The institution offers placement training
- The **UBA** of our institution works for the **development of the rural people**

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: 41.28

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

Response: 414

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 (Yes or No)

Response: Yes

File Description	Document
Upload supporting document	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Enrolment percentage

Response: 60.21

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

2021-22	2020-21	2019-20	2018-19	2017-18
295	425	434	437	414

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

2021-22	2020-21	2019-20	2018-19	2017-18
729	681	655	636	629

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

2.1.2 Percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (Exclusive of supernumerary seats)

Response: 41.86

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

2021-22	2020-21	2019-20	2018-19	2017-18
37	60	56	60	44

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

2021-22	2020-21	2019-20	2018-19	2017-18
135	129	119	116	115

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

2.2 Student Teacher Ratio

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

Response: 18.24

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 using ICT tools

Response:

Experiential Learning

- Department of Electronics conducts training on assembling and repairing of **LED bulb**
- Department of Computer Science is developing web based applications
- Department of Psychology conducts **Exhibition** on latest trends on **Psychology and related disciplines**
- Department of Business Administration organizes **interaction sessions with leading entrepreneurs, financial experts**
- Department of Social Work organizes **tribal visit, field survey and internships**
- Department of English follows student centric methods like **debates, anchoring, news reading, film studies and reviews**
- All departments organize **study tours, industrial visits and field trips** relevant to the curriculum
- Some students from department of commerce had done **internship**
- College organizes **intercollegiate college fest "Busqueda de Talento"** under the coordination of students
- College organizes **intercollegiate soccer fest and college football team members coordinates** the event
- **Women's Forum** organizes programmes for women empowerment with active participation of girl students
- Departments of Languages organize Competitions in **essay writing, poetry writing, recitation** etc.
- All students in various departments present **seminar/webinar on core subjects**. In addition

to this, **PG students** present seminars on **recent trends** related to the subject
- Department of Social Work organized food fest

Participative Learning

- Department of Electronics conducts i**ntercollegiate and inter School Quiz Competitions**
- Quiz Club organizes both **intercollegiate and College level quiz competitions**
- Department of Commerce and department of Business Administration publish **News letters**
- Students **participate** in the **intercollegiate fests, sports and Arts festivals** conducted by various colleges

- Students **participate and present research papers** in seminars / competitions conducted by various colleges
- **Research Forum** conducts **Intercollegiate paper presentation competition**
- Department of Economics conducted **paper presentation competition for students of the college**
- Each departments gives **assignment** to the students as part of the curriculum
- **Sports**, **games and arts festival** are organized on college level with participation of students
- Important **days are observed** by respective departments
- Department of Commerce conducted **Intercollegiate Commerce fest "COMMERCICO"**
- **Clubs, Cells and Forums** of the College provide a platform to encourage students in participative learning

Problem Solving Methodology

- Department of Computer Science conducted **Intercollegiate competition on Source code and debugging**
- Department of Electronics makes **Solar lamps**
- Parliamentary affairs and Electoral Literacy club conducted **Mock parliament**

The institution practices **ICT enabled-teaching** for networking and resource sharing. We follow a blended teaching-learning strategy with a **combination of offline and online learning** in which one compliments the other. We use ICT to support, enhance and optimize the delivery of information.

Course Content Delivery

- All the faculty use ICT to facilitate the teaching learning process
- Moodle LMS
- Google Class Room
- YouTube Channel
- Google Meet
- Webex
- Zoom
- Power point presentation / Google slide / Jam board
- Projectors

Assessment methods

- Google forms

- Moodle LMS
- Power point presentation
- Cloud based Online Attendance System

Workshop / FDP for Faculties

- FDP for Faculties
- **ICT Training** for all faculties
- Faculties Attended FDP by MG University STRIDE
- Faculties Attended online **FDP** conducted by **The Kerala State Higher Education Council**

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 / required positions for teaching staff/ full time teachers year wise during the last five years:**

2021-22	2020-21	2019-20	2018-19	2017-18
55	60	60	58	54

File Description	Document
Upload supporting document	[View Document](#)

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

Response: 15.33

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

2021-22	2020-21	2019-20	2018-19	2017-18
10	10	12	8	4

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[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 **institution follows** the prescribed guidelines of the **Mahatma Gandhi University** with regard to internal and external evaluation. The **internal evaluation** is based on **internal examinations, attendance, assignments/seminar/viva voce**.

Transparency

- Internal examinations are conducted by the **Internal Evaluation Committee.**
- The Internal Evaluation Committee monitors preparation of time table, Examination hall arrangement and Question paper distribution
- The **faculty prepare question papers for the internal examinations** as per University pattern and hand over it to the Internal Evaluation Committee.
- The Internal Evaluation Committee allot the invigilation duty of internal examinations
- The **answer scripts are valued on time** and distributed to students to ensure transparency
- **CCTV Surveillance** is installed in examination halls
- I**nternal marks are published** in the notice board
- The **students** can verify the internal marks and s**ubmit grievances, if any**
- **Online grievance submission form** is available in the website
- The **marks** are **uploaded in university website after the verification of the faculty, HOD, and Principal.**

Robustness

- **Internal examinations** are conducted **centrally** as per university guidelines
- One invigilator is assigned to 30 students and during the pandemic situation it was limited to 20
- The coordinator of internal examinations visits internal examination hall for monitoring
- Faculties are given proper instructions for invigilation

A **three-level Grievance Redressal System** is implemented in the Institution.

Transparent and time bound completion

- Grievance redressal application form is available in the website for any time access

- Students can also put complaints in complaint box outside the camera surveillance

Department Level

- Grievances regarding valuation if any, **brought to the notice of the concerned teacher at the time of distribution** of valued answer scripts itself
- Grievances are discussed between students and concerned faculty. The **appropriate decision is made by the HOD**
- **Internal marks** are **displayed in the notice board** and provides necessary transparency
- Grievances are usually addressed and decisions are taken within a week at the primary level

College Level

- Students **may express their grievances** at college level through the **college website** https://meserumelycollege.ac.in/index.php/grievance-redressal-2/ **or directly** to the **Coordinator of Grievance Redressal cell**
- The grievances which are not resolved at department level are forwarded to the grievance redressal committee of the college
- If the **grievance is not resolved at the college level**, a student **can approach the University**

University Level

- Students may **give grievances at university level** through the university website https://pareeksha.mgu.ac.in/grievance/index.php
- In response to a grievance, a formal enquiry will be conducted by the Grievance Redressal Committee of the University
- The r**esults are finalised** only **after the settlement of the grievances**

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for 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 and attainment of POs and COs are evaluated

Response:

The Programme Outcomes (PO), Programme Specific Outcomes (PSO), and Course Outcomes (CO) for all programs offered by the institution has been effectively communicated to the stakeholders by,

- The **syllabus** of all programmes and **PO, PSO and CO** of each programme is available on the college website. Students may access the details from the website itself.

- Orientation programme is being conducted for freshers at the beginning of the academic year. An introduction of PO and PSO of each programme is given at that time
- Head of the department and faculty in charge give an awareness of PO, PSO and CO when the classes begin.
- PO, PSO and CO are displayed prominently on department notice board
- Course outcomes of each semester are displayed in class room all through the semester
- Mentors and class tutors take necessary steps to assure that students are properly informed on Syllabus, PO, PSO and CO
- The attainment of Learning Outcome is evaluated through following levels:
    1. Continuous Internal Evaluation: Centralized internal examinations conducted by the institution and the End semester examination conducted by the University.
    2. Module Wise Examnations : Module wise examinations are conducted frequently by the concerned faculties to make continuous evaluation more effective and to assess attainment of the desired outcomes
    3. Seminars: Final year students have to present seminars on each course
    4. Assignments: Students have to submit assignments for each course
    5. Attendance : Maintaining regular attendance helps to attain outcomes
    6. Alumni Feedback: The alumni feedback system evaluates the outcomes of the various programmes
    7. Employers Feedback:The employers feedback system analyzes employees capabilities,academic proficiency,social commitment,leadership quality etc.
    8. Club/Cells/Forum : Involvement of students in cells, clubs and forums helps to attain COs
- The attainment of Course Outcome is identified by the respective department.The Question banks are prepared by the University to fulfill the learning levels of Bloom Anderson Taxonomy.Course Outcomes are effectively communicated to the students.

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

2.6.2 Pass percentage of Students during last five years

Response: 42.94

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

2021-22	2020-21	2019-20	2018-19	2017-18
90	136	155	192	239

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

2021-22	2020-21	2019-20	2018-19	2017-18
406	389	413	334	349

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.54

File Description	Document
Upload database of all students on roll	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, Chairs in the institution during the last five years (INR in Lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

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

3.2 Innovation Ecosystem

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

Response:

The **Research Forum** of MES College Erumely organizes activities to promote the research culture in the institution. Activities like **National and International level Seminars, Webinars, Workshops, Paper Presentation Competitions** etc. have been conducted to promote the theoretical writing and analytical skills of faculties and students. There are **26 publications of faculties and 18 publications of students.**

- **Innovation & Entrepreneurship Development Cell (IEDC)** of the institution organized activities like Seminars and Webinars on **Start Ups, Innovation and IPR.** Institution has registered for Young Innovators Programme (YIP).
- Institution had established an **IPR Cell** during the year 2019. The main aim of this cell is to conduct **seminars and workshops** based on intellectual property rights and thereby contributing knowledge about IPR to Faculties, Research Scholars and Students.
- **ED club** of the institution was **registered with Directorate of Industries & Commerce under Entrepreneurship Development Club Programme of Industries & Commerce, Government of Kerala** and conducted activities to promote the **entrepreneurial skills of the students.**
- The institution also has a **Centre for Skill and Entrepreneurship Development (CSED)** supported by **Kerala State Industrial Development Corporation (KSIDC), Government of Kerala. Three Units (DTP & Photostat, Umbrella Making and Stitching) are functioning under the CSED.**
- The **ED club and the CSED** jointly conduct activities to nurture the entrepreneurial talents of the

students.

- **Department of Electronics** by utilizing their students and lab facility conducts **LED Bulb Assembling**. Around 100 Bulbs are assembled and planned to distribute in rural areas. The institution is planning to start an incubation center for conducting similar activities.
- Institution had a **Quiz Club** and theme related **quiz competitions** were conducted by the club.
- **Exhibitions are organized** by departments and clubs as part of observing special days. The Department of Electronics had organized I**ntercollegiate Science Day Celebration "INNOWIZ 2K19** to promote awareness among students about the importance of Science and Technology in our life.
- **Department of English** organized a **Poetic Exhibition** as part of **World Poetry Day** celebration and conducted a **Poetry Writing Competition** to encourage artistic and imaginative skills in Students.
- **Department of Computer Science** organized an **Exhibition** in connection with the **inter collegiate fest Busqueda De Talento 2020.**
- **Unnat Bharat Abhiyan(UBA) and Department of Electronics** jointly take initiative to participate in the **Gandhi Global Solar Yathra organized by IIT Bombay on the 150th Birth Anniversary Year of Mahatma Gandhi** to promote self- sufficiency in energy for sustainability.
- The institution **adopted 5 villages of Kottayam District** for **rural development** and conducted different programs like Village Study, Quiz competitions, Webinars etc. i**n association with UBA**
- The Department of Electronics celebrated **World Radio Day** by organizing a programme **"MUSIGWALLE 2K20"**
- The Department of Commerce formed a **debate club "TALK ROCK"** and an **Intra Collegiate Debate Competition** was organized as part of the inauguration.
- **Skill Development Activities** like **Mask Making, Cake Making, Jewellery Making, Product from waste materials** etc. were organized by **ED Club and Womens Forum.** Womens Forum had also conducted various Women Empowerment Programs.

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**

2021-22	2020-21	2019-20	2018-19	2017-18
26	11	4	2	2

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: 0.04

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

2021-22	2020-21	2019-20	2018-19	2017-18
1	1	3	0	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[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: 0.07

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**

2021-22	2020-21	2019-20	2018-19	2017-18
6	2	0	0	0

File Description	Document
Upload supporting document	[View Document](#)
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3.4 Extension Activities

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

Response:

The institution encourages all students to participate in the extension activities organized by various departments, cells and clubs.

Activities carried out by NSS

- The NSS Unit of MES College Erumely had won **University Level Best Unit Award** in 2016-17 and also got **State Level Best Unit Award** in the same year
- The NSS unit has actively **participated in Punyam Poonkavanam Project of Kerala Police**

Two main projects of our NSS Unit is

- **Thanal NSS Eco Park (Vazhiyoram Tourism Project)** - "Thanal" is a project of National Service Scheme under the auspices Vazhiyoram Project of Kerala Tourism. "Thanal" is rich with shade trees and mind-warming plants. The Unit was well spent on maintaining and renovating the project "Thanal".

- **Mukkada Water Conservation**. – Neerurava Samrekshanam

- " Pachathuruthu" is a project of NSS unit of MES College Erumely to **plant and protect medicinal plants near Erumely**. They are fenced, protected and maintained. This is a place of interest for travelers

- Other activities of NSS were **Pampa holy river cleaning, Swachh Bharat summer internship, Toilet Construction for a Girl Child, Wheelchair Distribution etc.**

- **NSS Volunteers** of the institution act as **Special Police Cadets, Volunteers at Vaccination Center and Police station** during the **pandemic and lock down period**

- **One village** was **adopted by NSS Unit - "EDAKADATHY"** which was **severely affected by flood**

- NSS Unit also conducted an **exhibition related to the green protocol under Clean Kerala -Suchitwa Mission** and **Swachh Bharat Student Internship (SBSI)**

- Various activities related **AIDS Awareness, Gender Equality, Women Empowerment, Blood Donation camps** etc. are organized by the NSS Unit

- College extended their activities to **flood affected areas in cash, kind and service. NSS volunteers actively participated** in the cleaning of the flood affected areas and houses and distribute **floor cleaning lotions, dresses, books, and all other essentials to peoples who suffered due to flood**

Colossal activities are performed under the Department of Social Work

- **District Level Awareness Campaign on Child Protection** Collaborating with **District Child Protection Unit Kottayam (2017)**

- **Flood Relief Activities at Elappara, Idukki District (2019)**

- **Solar Lamp Distribution at Vellarada Grama Panchayat**

- **Community Performances** for Social Messages

- Sakhi Saheli: **Field Level Intervention with Kudumbashree Members**

- **Community Engagement Program** in association with **MGNCRE SAP Ministry of Education, Government of India**- 5 teams under this program

  Team 1: Hospital Management

  Team 2: Non Hospital Management

  Team 3: Family Support Team

  Team 4: Medical Supplies Team

  Team 5: Psycho Social Support Team

Activities accomplished by various departments and Clubs

- PG Department of Commerce had organized an **awareness program on Consumer Rights Day at Malavedar Tribal Settlement at Eruthuvapuzha**

- Department of Business Administration had organized **an awareness program on Beekeeping (Apiculture)**

- **Distribution of cloth bags and masks to Sabarimala pilgrims** by the Department of Business Administration

- Red Ribbon Club had organized a **National Webinar on AIDS – A Continuing Challenge** in Association with Lions Club District 318 B

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:

MES College Erumely got various awards for extension activities from government / government recognised bodies.

The institution has **2 units of NSS with 200 volunteers.**

- During 2015-16 our **NSS unit** got first place for the **National Young Leaders Award** organized by the **Union Ministry of Youth Welfare and Sports.**

- **NSS unit** got appreciation for **Organic Mission from Erumely Grama Panchayath**.

- **NSS** got Best Volunteer award, Best Programme Officer award and Best Principal award.

- The Institution was also selected as **State Best College Level Anti Liquor Club from Kerala State Excise Department.**

- **Kerala State Blood Transfusion Council (KSBTC)** honoured the **NSS unit** for organizing the maximum number of blood donation camps in the college in association with Govt. Medical College, Kottayam.

- Our **NSS Unit** was selected as **Best unit** under **MG University**.

- Institution received a **recognition certificate** from **Mahatma Gandhi National Council of Rural Education** for participating in its **Beat Covid campaign**.

- During 2018 various **NSS Volunteers** received **Swachh Bharat Summer Internship Certificate**.

- Institution got **Memento** for the best initiatives undertaken in the **Punyam Poonkavanam project** of Police, Devaswom, Departments of Health and Forest and Fire & Rescue, along with voluntary organizations like Ayyappa Seva Sangham and Ayyappa Seva Samajam during the academic year 2020-21.

- **"Jalakam"** Extension activity of Department of Social Work got recognition from **Erumely Grama Panchayat**

- The institution got recognition from **Erumely Grama Panchayath** for extension activity on **Digital literacy** of Computer Science Department " Kai pidichuyartham digital lokathekku."

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 NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organised in collaboration with industry, community and NGOs) during the last five years

Response: 167

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

2021-22	2020-21	2019-20	2018-19	2017-18
48	45	21	32	21

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[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: 9

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

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 Availability of adequate infrastructure and physical facilities viz., classrooms, laboratories, ICT facilities, cultural activities, gymnasium, yoga centre etc. in the institution

Response:

Campus

- The college has a **clean and beautiful campus** which is spread across **15.4 acres of land** consisting of six Buildings named Main Block, IT Block, PG Block, Golden Jubilee Block, Amenity Centre, and Seminar Hall Block. These blocks which constitute a total of **94833.19 square feet.**

Classrooms

- There are **35 Regular classrooms**. All the classrooms have the basic amenities for an academic environment.

Auditorium/Seminar Hall

- We have an **Open-air Auditorium of 5829.2 sq. ft** with a seating capacity of **1000 persons** and a **Seminar Hall of 2319.3 sq.ft** with a seating capacity of **250 persons**, equipped with **audio-video facility** as per requirement.

Electronics Laboratory

- An Electronics Lab with all basic amenities is provided to UG and PG Students of Electronics.

Computer Laboratory I

- A well-equipped computer lab with **71 systems** is there for the use of UG students . This lab is equipped with projector, printer, and scanner.

Computer Laboratory II

- To provide commerce students with experiential learning, we have set up a computer lab with **65 computer systems**.

PG System Lab III

- **P**ost Graduate students are provided with **10 laptops.**

Psychology Laboratory

- A well-equipped psychology lab is arranged for psychology students , to facilitate theoretical

concepts through experiments, and to develop awareness of psychological instruments and techniques.

Internet connectivity WiFi / OFC Facility

The Campus is Wi-Fi enabled by the BSNL and Raj vision

- **BSNL- NME-50-100MBps**, optical connectivity.

- Raj vision - **40MBps**, optical connectivity

Library

- Library is automated with **KOHA version 20.05,** have **900.37 square feet and 12010 books** which includes reference books, historical books, holy books, and a small collection of Encyclopedia , it is also facilitated with **3 PC**s with internet connectivity and a printer. The campus is differently abled friendly, with ramps to access the library and other rooms.

Safety of students

- The water coolers connected to **water purifiers** provide safe drinking water in all blocks. There is a required number of fire extinguishers for ensuring the safety of the students. Handrails are affixed wherever necessary, and the campus is under **CCTV surveillance**.

College office and Amenities

- A well-furnished automated office with **DKATIA ERP** caters the requirements of students. Dedicated staff in various sections are available for all informational requirements of students. **Consumer Store, Reprographic facility, Canteen**, which can accommodate 70 students, Dedicated Parking space, **ATM, Post Office, Generator, Prayer Area, Hostel Facility and Transport facilities** are available for students.

Cultural activities

- We have an Open-air auditorium that can seat around 1000 students. During the college annual cultural competitions, other venues like the seminar hall and a few classrooms are used.

College Sports ground

- Sports, games, and cultural activities are an integral part of the development of students. We have all the provisions for sports and arts. For sports and games, we have a **sevens football ground** which can also be utilized for **playing volleyball and other sports.**

For Games:

- Open air Auditorium is utilized for **Badminton, Carroms & Chess**
- We have **teams for sports competitions at the university level.**

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

4.1.2 Percentage of expenditure, excluding salary for infrastructure augmentation during last five years (INR in Lakhs)

Response: 20.63

4.1.2.1 **Expenditure for infrastructure augmentation, excluding salary during the last five years (INR in lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
29.98	12.66	56.76	39.14	44.50

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

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS), subscription to e-resources, amount spent on purchase of books, journals and per day usage of library

Response:

The college follows a **centralized library system** and has more than twelve thousand books and journals from different areas including reference texts. The books are not limited to the subjects taught in the college, but it ranges from literature to technology. To keep up with modern times, the library is automated with the latest version of **KOHA** except for the gate register. All the books are **bar-coded** for accurate tracking

Facilities provided by the library:

Books in reference section is 1412

Reprography

One station functioning during all working hours.

Information deployment and notification

Display of new books in **new arrivals rack**.

Informative and motivational library quotes are displayed in the library.

Digital Library

2 computers with internet connectivity can be used free of cost by staff and students during working hours

The digital library can be accessed by staff and students.

Area	Seating Capacity	Books	Magazines	Journals	Reference Books	Newspaper	Software
900.37sq.ft	48	12010	17	3	1412	5	KOHA

Table No :1 Facilities provided in the library.

At the beginning of every academic year, the library conducts an orientation class for students and faculty regarding the use of library services. Separate logbooks are kept for students and faculty. For encouraging the use of its resources, the library honors and distributes best user awards among students and faculty.

Library Advisory Committee: The library advisory committee consists of the Chairman, Vice Chairman, Library Council Secretary, Librarian, HODs, 2 Faculties and a Student Representative. This committee provides general direction to the formulation of strategies towards the development of library services and facilities.

The library advisory committee will take decisions about the purchase of books and prepare the budget. The committee also makes decisions about fees and fines in tune with the general policy guidelines of the college. The books are vacuumed every week by the library assistant. Damaged books are repaired, if repairable on an annual basis.

Year	2022-2021	2021-2020	2020-2019	2019-2018	2018-2017
Number	.46	0.44	0.034	0.95	1.29

Table No 2: Annual expenditure on purchase of books /subscription to journals year wise during last five years (INR in Lakhs)

The library functions from 9 am to 4.30 pm from Monday to Saturday. Saturdays are maintenance days.

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

Response:

Staff and students can **make use of computers, Wi-Fi / Broadband - internet facilities available in the departments and computer Lab**. The Campus is Wi-Fi enabled by the BSNL and Private Service Provider with BSNL- NME connectivity of speed 50-100MBps and private optical connectivity of speed > 40MBps. **All the departments** are provided with **computers / laptops** with free access to the Internet. **Students** are encouraged to use **computer labs for their project works and seminar presentations.**

The teachers and students are extensively using ICT in the teaching learning process. The students prepare reports of the project works, assignments and PowerPoint presentation for seminars using these advanced facilities. Skill development courses organized by various departments extensively use ICT facilities. Computer Aided teaching /learning is made more effective by the following initiatives:

- **Faculty development program in IT enabled tools** organized by IQAC

- Teachers develop e-contents and make use of PowerPoint presentation, Google classroom and Google meet for effective learning

- **The MOODLE platform is used as LMS.**

- PG Students can use the internet at their net lab hours.

The College has **automated office** operations with **DKATIA ERP Software**. The official communications to teachers are given through emails, notices and other electronic media.

There are different WhatsApp groups for teachers, parents and students so that the head of the institution, the teachers, and the students are in constant touch. The **student's attendance is also taken using an Attendance Management System** through dedicated application. Reports can also be taken through this system and SMS alerts are sent to parents, about the absence of students in the class in the first hour itself.

The institution has a well-maintained website that gives complete information about the events that are happening in the college.

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

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

Response: 6.78

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

Response: 148

File Description	Document
Upload supporting document	[View Document](#)

4.4 Maintenance of Campus Infrastructure

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

Response: 25.03

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)**

2021-22	2020-21	2019-20	2018-19	2017-18
55.56	54.35	44.61	35.40	32.21

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[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 Government and Non-Government agencies during last five years

Response: 30.6

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government and Non-Government agencies year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
128	1141	135	143	150

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

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

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

Response: A. All of the above

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[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: 40.9

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**

2021-22	2020-21	2019-20	2018-19	2017-18
461	664	29	1011	103

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

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

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

Response: A. All of the above

File Description	Document
Upload supporting document	[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: 34.16

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

2021-22	2020-21	2019-20	2018-19	2017-18
155	175	84	122	110

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

2021-22	2020-21	2019-20	2018-19	2017-18
406	389	413	334	349

File Description	Document
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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 (eg: JAM/CLAT/GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 100

5.2.2.1 *Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ Judicial Services/Public Prosecution services/All India Bar Exams/State government examinations) year wise during last five years*

2021-22	2020-21	2019-20	2018-19	2017-18
12	7	5	6	1

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

2021-22	2020-21	2019-20	2018-19	2017-18
12	7	5	6	1

File Description	Document
Upload supporting document	[View 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: 11

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

2021-22	2020-21	2019-20	2018-19	2017-18
5	0	3	2	1

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: 25.8

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

2021-22	2020-21	2019-20	2018-19	2017-18
52	28	15	22	12

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:

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

MES College Erumely has an active Alumni Association (Reminiscence) since 2000. Now it is a registered Association with **Register Number KTM/TC/207/2021**.Its main objective is to nurture and strengthen the bonding and togetherness among the alumni, teaching and non teaching staff and also with

the present students. The Alumni Association convenes its Annual General body Meeting on every 26th of January. All Departments have their own Alumni Associations and meet at regular intervals.The meeting of the executive committee is held at least three times a year. Our Alumni have spread all over the parts of the World and the Association always keeps in touch with them.During the **flood of 2018 our Alumni contributed dress materials, medicines, provisions etc for the victims in Pathanamthitta and Kottayam districts.** In the times of Covid our NRI Alumni contributed significantly. In 2021 floods,again the Association gave enough support to victims.

Our Alumni Association initiates steps to recognize the outstanding achievements in curricular and cocurricular activities, sponsor scholarships for deserving students, establish **endowments, conduct soft skill training programmes,** language skill training programmes, and life skill programmes like Yoga Practice, supports college authorities for the development of the college and organises programmes of benefit to the students of the institution. Many of our prominent **Alumni visit our college as resource persons for Academic and Non Academic matters.** During the visit they spend some time with our present students and give motivational talks and disseminate information on respective career opportunities. Moreover they **sponsor cash prizes for various competitions** in the college.They also initiate job fairs and campus recruitment for our present students. The Alumni also find time to discuss the curricular aspects of our college. Many times their valuable suggestions and contributions helped us a lot in achieving our goal.

Another noteworthy feature of Alumni is that they always provide a support system for our staff who are in need of help.There are two cases which need special mention.One of the office staff had to discontinue the service due to health problems.A retired support staff had age related problems.In both cases Alumni made financial support and thus proved their commitment to the institution.

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 governance and leadership is in accordance with vision and mission of the institution and it is visible in various institutional practices such as decentralization and participation in the institutional governance

Response:

VISION

"Enlightening **young minds** through **ethical and quality learning"**

MISSION

- Generating socially committed, intellectually empowered and ethically sensitive change-makers through excellence and quality education

- Accommodating individuals from various Socio-economic sections, especially for the less fortunate in order to fulfill their aspirations to have affordable education

- Serving as a catalyst for fulfilling dreams of the academic community to achieve the most suitable careers and committed life

- The institution ensures a committed professional career along with a socially responsible future through rigorous academic orientation, effective implementation of the curriculum and creation of an outside learning environment through extension activities

CORE-VALUES

Inclusiveness | Learning | Social Commitment | Empowerment | Equity

MES College, Erumely is a learning hub of excellence with a determined motive to provide quality education. The college creates a safe atmosphere for students from **different social backgrounds**. Located in a rural area, where **most of the students** hail from **lower middle class families**, college focuses on creating committed youth through various activities where the system ensures that various stakeholders are heard in the process of decision making. The process helps to empower the student community. The excellence of the institution is ensured and maintained through a **governing council controlled by MES Management Committee.**

Muslim Educational Society was established in 1964 under the guardianship of the visionary, Late Dr.P K Abdul Gafoor. Since then, MES became one of the major educational networks in Kerala. **MES College Erumely, established in 1995,** currently offers 10 Undergraduate programmes and 8 Post graduate programmes.

- The college ensures that the vision and mission of the institution is in tune with the higher

education policies under a **democratic leadership**

- The institution has a well organized governing body consisting of the **Secretary, Chairman, Principal, Vice principal and IQAC Coordinator**

- **Admission** open for **all communities without discrimination**

- Institution motivates students to **fulfill their responsibility and uphold commitment towards society**

- Institution endorses a **participative management culture** and delegates authority among the staff and students

- **Co-Curricular and Extracurricular activities** are conducted under various **clubs, forums and cells** which are synchronized by a **faculty coordinator and student coordinator**

- College has an **active students union** and various types of co-curricular activities are **led by students** under the supervision of the staff advisor and faculties

- The **NSS units** conduct Programmes like Flood relief activity, Sabarimala-Pamba Cleaning, Thanal programme, Punyam -Poonkavanam to inculcate social responsibility among students

- To achieve **sustainable development goals of UN**, the institution organises a green initiative programme, which includes **Green audit, rainwater harvesting and well-recharging,Vegetable Garden and a herbal garden**

- **IQAC** promotes and leads all the **quality enhancement programmes** of the institution

- College provides **Certificate courses, Bridge courses,Add-on courses** and is a local chapter of **Swayam/NPTEL**

Case study: Implementation of Certificate Courses

Students of the institution were keen on updating their skills. Due to high demand from students,for updating their skills,the institution introduced more job oriented certificate courses as per the action plan of IQAC. The certificate courses are a great boon in obtaining employment. Our feedback system substantiates it .

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

6.2 Strategy Development and Deployment

6.2.1 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, deployment of institutional Strategic/ perspective/development plan etc

Response:

M.E.S. College, Erumely is an unaided Arts & Science college **established in** 1995 under the Muslim Educational Society**.** It is **affiliated to MG University.** College has a **clear-cut hierarchical structure with a Governing Body as apex forum for realising the vision and mission**. The college belongs to a network of educational institutions founded and operated by Muslim Educational Society.

The institution is governed by the College Management Committee consisting of **secretary, chairman, treasurer and other members**. It is the high level policy making apex forum of the institution. The **Management Committee of the college**, the appointing authority, takes decisions in the **administrative affairs which includes financial resource management, infrastructural development** etc. They ensure that the strategic plans and policy decisions of the college are well aligned with the stated mission of the institution. The **Governing Body** convenes regularly to **make decisions in tune with the timely needs of the institution**. It designs and develops quality policies and plans to comply with the guidelines issued by the University and Government from time to time. It also develops the action plans in accordance with the needs of the institution.

The **Staff Council including Vice Principal , IQAC coordinator, Head of the departments and selected staff members supports the Principal** in the day-to-day administration of the institution. It coordinates co-curricular and extra-curricular activities in association with the College Union. The IQAC is formed under the chairmanship of the Principal to bring a quality culture in the institution. **IQAC convenes regular meetings to discuss quality related issues and suggest strategies for improvement.**

Head of the Departments monitor the **academic progress of the Department** while the o**ffice superintendent leads administrative affairs** of the college . **Class tutors and mentors** are assigned for all classes to ensure the curricular and co-curricular growth of the students. **PTA** consists of teachers and parents to ensure a conducive academic environment in the college. Various **clubs and forums** like SC/ST Cell,Minority Cell, Grievance Redressal forum etc. of the college organise programmes which helps to attain the vision and mission of the institution . There is a code of conduct for teachers, office staff and students and are made available on the website too.

 To attain the core values of the institution a **Strategic Plan** is prepared under the supervision of the Management. It has 3 components. Short term, Middle term & Long term and describes a detailed plan of action of the college and has a proven system to plan, implement and monitor the activities. One of the activities which was successfully implemented in the campus, based on the strategic plan is the implementation of **Green Campus** that is under the head of Green Practices. MES College, Erumely conducted a **Green audit, energy audit and environment audit** which helps to evaluate green initiatives, water conservation, energy saving & waste management in the campus. **Campus is environment friendly** with green initiatives taken such as **planting saplings, Rain Water harvesting system, well-recharge, sanitary napkin incinerator** etc.

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

6.2.2 Implementation of e-governance in areas of operation

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

Response: B. Any 3 of the above

File Description	Document
Upload supporting document	[View Document](#)

6.3 Faculty Empowerment Strategies

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

Response:

The institution has effective **welfare measures for teaching and nonteaching staff,** which includes the following:

- **ESI and Provident Fund** facilities

- **Casual leave** : 15 days for teaching faculty and 20 days for office staff

- **Medical leave** of 5 days

- **Salary**

- **Maternity leave of 4 months**

- **Festival Allowances**

- **Free College Bus Facility for staff**

- **Free Hostel facility for Lady teachers**

- **Short term financing** available through **loan and chitty managed by Consumer store**

- Arrange **Orientation classes,Workshops and Seminars** for faculties

- **All departments** are equipped with a sufficient number of **laptops and printer**s

- **Seed money** for **participating FDP ,Seminars, workshops etc.**

- Integrated development of faculties in charge through active participation of clubs,forums and cells

- Library facility

- Active Staff association

- **Staff tour**

- **Celebration** of important festivals provides a platform for **togetherness**

- **Wash Room** in departments

- Clean water

- **First aid** facility

- **Consumer Store** with necessary items

- ATM & Post office

- **Canteen with subsidised rate**

- **Parking Facility**

Institutions Performance Appraisal System for teaching and non-teaching staff

 The performance of the Faculty is evaluated on the basis of teaching, teamwork, coordination of co-curricular and extracurricular activities in three phases **1. Self appraisal, 2. Appraisal by HOD and 3. Appraisal by the management through the Principal.**The Institution prepared different appraisal forms for evaluating the performance of the teachers and non teaching staff.

Teacher's Evaluation form

The students are provided with an opportunity to evaluate the **performance of the teachers.** As per the guidelines of IQAC, performance of teachers is evaluated by collecting **Feedback from students**. Management and Principal make suggestions and carry out corrective measures if necessary.

Teacher's/Non-Teachers Self Appraisal Form

Self appraisal form of teacher's is mandatory for every teacher in the college. The College prepares and distributes appraisal forms of the teachers'. It is helpful to know the teaching learning process of the institution, identify the involvement of teacher's in the Co-curricular and Extra -Curricular activities . Information collected through the **self appraisal form of Non-Teaching staff** helps to identify their

institutional participation. This year onwards Appraisal of non teaching staff is done by the management. It is carried out through the principal

Teachers' Diary

 The Teachers' diary is distributed to all teachers in the college every year. It is verified by HOD's and countersigned by the Principal. It includes the details regarding teachers personal information and also detailed information about the daily work of the concerned teacher.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for 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: 17.77

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**

2021-22	2020-21	2019-20	2018-19	2017-18
15	22	13	0	1

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

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

Response: 36.72

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

2021-22	2020-21	2019-20	2018-19	2017-18
52	52	0	0	26

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

2021-22	2020-21	2019-20	2018-19	2017-18
13	13	13	14	14

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

MES College Erumely has a system to realise different means of financial resources, the efficient utilization and management of funds. It facilitates to widen the resource base for the attainment of our long-term and short-term goals adhering to the strategic plan. The following are the procedures for the efficient collection and utilization of funds. **The management prepares the annual budget in accordance with the needs of the institution and allocates funds for it. The Secretary / Chairman and the Treasurer of the Management Committee** of the institution deal with funds and ensure transparency in the process.

As a **self financing institution, the tuition fee collected from the students is the main source of income**. Rent collected from hostelites is another source of income. The computer labs have been used as centres for online tests which generate revenue. **Government funds received for the functioning of clubs like ED club,NSS ,red ribbon club , Bhoomitra sena club are limited in amount and are mainly utilised for extension activities.**

Management allocates enough funds to meet the infrastructural development of the institution. Financial support is provided for seminars, faculty development programmes, workshops , orientation classes etc. The college effectively utilises the income for distributing **endowments to meritorious students, Provident fund (PF) and Employee State Insurance (ESI)** for teaching and non-teaching staff. Incomes are mainly utilised for Employee welfare measures, daily operating expenses and maintenance costs etc. In short, the entire Revenue has been used for the wider benefit of the students and staff community.

Transparency of accounts is maintained through **regular financial auditing.** The auditing procedure ensures systematic and efficient utilisation of available financial resources.   The **Auditors** are **appointed by the MES State committee.**

Utilisation of Resources

- **Open Air Auditorium** is available to **public** on request

- **Ladies Hostel** facilities are provided for **outside students**

- **Online Exam facilities for TCS and other agencies**

- ATM

- Post office

- College bus facility made available for Flood relief activity

- College transportation facilities were provided for conveyance of Kottayam Medical college healthcare team, in COVID relief activity

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

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. 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 of MES College Erumely started functioning on 2**0/11/2018.** The aim is to develop a quality culture and innovation in learning processes to maintain the well-coordinated functions of academic, co-curricular and extra-curricular activities.The intention of the institution is to empower the students with quality education through creation of learning opportunities as well as maintaining an overall quality and standard. IQAC strives to be fair to its Objectives and functions.In association with various stakeholders, IQAC tries to enhance the overall development of the students. The **Participatory Management System** of the institution helps to ensure the quality.

The quality enhancement programmes implemented in the college include:

- **Outcome based education :** Each department prepares Outcomes like PO, PSO and CO, for all the programmes and courses under the guidance of IQAC.The course plan is prepared for each course by the faculty.It provides an integrated learning environment for the students

- **Teaching plan :** Teaching plan is prepared every year by concerned faculty. It helps to deliver classes in a well ordered manner and to obtain better outcomes

- **Student centric Approaches :** The college motivates students to enroll MOOC courses like SWAYAM , NPTEL. Student support programmes like workshops,orientation classes, bridge courses, industrial visits etc are conducted. The institution conducts job oriented programmes like **Certificate courses,** skill enhancement programmes,career guidance classes. **Project works, Exhibitions,** Poster design competitions etc. are also conducted to accelerate the students skills

-   **Activities of Clubs,Forums and Cells :** Clubs , Forums and Cells such as   **NSS, ED Club**,Placement cell,Health club, Women's forum are functioning in the institution.These forums provide a platform for the students to express and improve their inherent skills and talents.Moreover helps to improve the leadership quality of students and teachers as well . Various **extension activities** of clubs help to mould the students as socially committed individuals

- **Webinars, Seminars/ FDP :** Webinars, Seminars / FDP on various topics conducted under the guidance of IQAC to facilitate knowledge enhancement and the quality improvement of the students and faculties

- **Research forum :** IQAC took initiative to establish Research forum to inculcate research culture and promote innovative outlook among students and faculties

- **Quality checks :** Institution constantly assesses the teaching learning process through **feedback analysis** and **Appraisal form system**. **Result analysis** helps to identify academic performance and helps to take corrective measures

- **Annual Academic Audit : Internal and external academic audit** is conducted by the leadership of IQAC to evaluate the performance of each department. The teaching learning process , involvement in curricular and extra curricular activities etc. of each department is evaluated and suggestions are made for the betterment of the system.

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

6.5.2 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**

2. **Collaborative quality initiatives with other institution(s)/ membership of international networks**
3. **Participation in NIRF**
4. **any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA, ISO Certification etc**

Response: A. All of the above

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Measures initiated by the Institution for the promotion of gender equity and Institutional initiatives to celebrate / organize national and international commemorative days, events and festivals during the last five years

Response:

The College implements its gender equity and associated programmes through a variety of **Gender Equity Promotion programmes** as part of its regular operations. The organisation has a policy on gender equity. The College treats **every student equally, regardless of gender**. There are organised specific programmes to educate people on gender equity. **All students are encouraged to participate** in all curricular and extra curricular activities **regardless of gender**. Through various programmes and academic activities, we educate our students on the need to challenge the patriarchal system and gender stereotypes. Students are educated to see **sexual diversity as a part of our society** through academic activities and conversations.

- **Women cell , Counselling cell and Social work department** . initiates Counseling workshops, Seminars, activities and training programmes to ensure gender equality, safety and security of the women

- **Invited talks and workshops** are conducted about various subjects related to **gender equity**

- The **Anti sexual harassment cell, Anti Narcotic cell , SC/ST/OBC/SEGC/EWS cell, OBC cell and Equal opportunity cell** are functioning in the college for ensuring fair treatment,safety and security for the students

- A grievance cell and Internal complaints committee are functioning in college to find the remedies of different problems of students and the entire community.

- The **anti- ragging committee** assures that there are no instances of ragging against students in hostels or in college campuses.

- **Complaint Box** is placed outside CCTV Surveillance .

- The **Discipline Committee** of the college makes aware the students about the behavioral pattern and helps to maintain discipline.

- The **Mentor-Mentee System** and Counseling Cell of the College helps the wellbeing of the students. Every student is assigned faculty as her mentor who meets the mentees, providing constant care and support.

- **The rest rooms for girls** are provided with facilities like Incinerators and sanitary napkin kiosk, Medicines and First aid box in each Department and Bed for the sick to recline and relax.

The college is committed to national integration and has a practice of spreading essential qualities that make true citizens. **Celebrations of national days** help the student community to have a feeling of national **integration and an acceptance of cultural diversity** . Also, Observation of international days helps various stakeholders in the Institution to have knowledge transactions among each other and the Collective global network.

INTERNATIONAL DAYS

Teacher's Day	Aids Day
Yoga Day	Mental Health Day
Water Day	Earth Day
Forestry Day	Computer Literacy Day
Human Rights Day	Radio Day
Consumer Rights Day	Tourism Day
Happiness Day	NGO Day
Blood Donors Day	Book Day
Cancer Day	Peace Day
Plastic Free Day	Population Day
International Day for Justice	Old Aged day
Food Day	Environment Day
Post Day	Epilepsy day
Day for Families	Day for Girl Child
Poetry Day	Women's Day
Women's Equality Day	Hiroshima and Nagasaki Day
Mother's Day	World Radio Day
World Science Day	

NATIONAL DAYS

Independence Day	Republic Day
Gandhi Jayanti	Vayanadinam
Army Day	National Science Day
Father's Day	Doctor's Day
Children's Day	Oath on National unity
Malayalam Language Day	Music Day

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
Upload supporting document	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
Upload supporting document	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 diversity and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

The college acts as a pivot for enriching the cultural and social diversity through **admitting students from different communities** and engaging them in academic and non academic activities.

Motto of inclusiveness and tolerance : Institution has an Inclusiveness Policy.The college admits all kinds of students irrespective of their class, caste or religion.The institution **accepts all sorts of cultural and social diversities**. The college follows the system of equality and abiding tolerance.Conveying the message of oneness through **celebrating festivals like Onam, Christmas, Ramadan, Holy, Iftar sangamam , Kerala Piravi and Arts Festivals.**

Every year the institution takes an initiative named **"Punyam Poonkavanam '' cleaning programme**.In the programme our **NSS volunteers clean** Erumely , Pamba and Nilakkal during **Sabarimala Pilgrimage season**. At the same time institution **offer rest and refreshment facilities** for the **Police Officers** who are **engaging in Sabarimala Duty** and also the Ayyappa devotees for the years in connection with Sabarimala Makaravilakku .

The Clean Erumely Campaign which is named as Erumely Sangamam and TIRANGA March-Tricolor rally by 2000 volunteers ensures tolerance and harmony towards cultural diversity.Gandhi Global Solar Yathra and Thanal spread the message of Environmental Sustainability.

Extension Activities and Outreach Programmes support students in undergoing experiential learning with social commitment through field action. College celebrates Christmas with Akashaparavakal, an Old Age Home at Mundakayam, Kottayam district. Department of Social Work collaborated with the Department of Electronics, **distributing Solar Lamps** who didn't have Electricity power connection in **Vellarada Grama Panchayath in Thiruvananthapuram District.**It was an effective extension activity for the students as it had a sense of deep community engagement, planning and implementation of the identified needs.

As a part of **150 Years of celebrating Gandhi Jayanti,** the institution organized a **Mega Cleaning Programme,** a mission for Zero Plastic Zone at Erumely. For this purpose **cloth bags were distributed** to the community to encourage good envionmetal practices. **NSS Volunteers** of M.E.S. College, had **cleaned** the premises of **Erumely Police Station** as a part of Independence day celebration.

The College **Electoral Literacy Club conducted Mock Parliament** to make the students aware of Parliamentary procedures. The participation in **Election duties, Blood Donation Campaign** and the activities of various departments, NSS, Debate club, Quiz club, Red Ribbon club and highlight the message of social and Constitutional Obligations.

Sakhi Saheli of the college is an initiative to learn from the empowered women of Kudumbashree, that reaches out to the marginalised female population. "**Hair We Share"** puts forward the theme of **"Close the Care Gap"** so that we recognise the power of working together.

Under the leadership of MSW Department , the NSS unit conducted a **Damage Survey** and **opened a Collection Center in college** to collect the basic amenities as a part of **Flood Relief Activities**.

Covid Related Activities like Sannadha Sena Registration, Awareness activities,Vidya Yatra and Community Engagement Programmes have given the best opportunity to get involved with the community people, to understand their needs during the pandemic situation of COVID and to provide the necessary services.

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:

Best Practice -1

Title: Social Learning and Innovation Programme (SLIP)

Objectives:

- To create **ethically sensitive, socially responsible citizens**

- To encourage **social learning as a co curricular experience**

- To **empower students** in innovation and to develop their **skills**

- To develop the **critical and creative thinking** ability of students

- To build **creativity in students** to satisfy the needs and to **solve problems**

Context

Social responsibility refers to an individual's obligation to work towards the benefit of society. Only during the period of education , a person can develop the sense of social responsibility. Teaching- learning process is often seen as an action of acquiring knowledge and job skills through critical and creative thinking, problem solving, communication and innovation ecosystem. It is important to **instill social responsibility and social commitment** to the future generation. It is in that light MES College Erumely put forward a need to create the educational framework including the social aspects. The major objective focused under this initiative " SLIP " is to make the students aware about their community, opportunities, enhance their skills to build a better future and also to improve their quality of life. **Social Learning and Innovation Program** is a holistic practical framework for **socially empowering the students and to develop their social skills.**

The Practice

'SLIP' AS A BEST PRACTICE

 'Social Learning and Innovation Programme- SLIP' is an initiative of MES Erumely to promote social commitment along with academics. It enhances the values such as human rights, justice, acceptance, consideration, empathy, trust, tolerance, democracy, freedom, respect, etc.

We consider **'SLIP' as the best practice** because,

- It helps the students to change their attitude towards various phenomena in the society.

- It provides an opportunity to the students to think out of the box.

- It gives importance to connecting innovative ideas for a social cause.

- Enhances social commitment and responsibility among students.

- Enable the children to develop and implement projects for a social cause.

Implementing Agencies

Various Departments , Directorates, Clubs, Forums and Cells conduct various activities promoting social learning and innovation.

The theme interventions of Social Learning and Innovation Program includes

- Green Initiatives

- Gender Sensitization Programs

- Flood Relief

- Covid 19 Intervention

- Ethical Practice

- Communal Harmony

- Social Responsibility

- Innovation EcoSystem

Evidence of Success

1. The students from our college participated in various activities which are committed to social responsibilities and students created excellence learning experiences out of them.
2. Best Principal , Best NSS unit, Best Volunteer Award and Mosses trophy award received for Socially committed activities.
3. Appreciation for Organic Mission and Recognition for the extension activity -Jalakam are the milestones in the history.
4. Appreciation received for Community Engagement Programme, Covid Related Activities and distribution of assembled LED bulbs.
5. Kerala State Blood Transfusion Council (KSBTC) honoured the NSS unit for regular blood donation.
6. The adopted village Edakadathy became the path of Living.
7. The classification of the data of participation helps to measure the succsess of the programmes.

Problems Encountered

- The activities of SLIP are connected with remote and rural areas. So it was a bit challenging to organise them .

- Academic and Non- Academic activities are organised within a limited time which has some implications on time constraints.

Best Practice - 2

Title : THAPASAM - Sabarimala Interventions

Objectives

- Make Sabarimala free from Pollution and waste

- Spread the message of greenness and cleanliness beyond Sabarimala

- Expand the sense of belonging and spiritual mentality

- Ensuring tolerance and harmony towards cultural diversity

- Enhances environmental sustainability

The Context

Sabarimala is the 'Sacred Abode of Lord Ayyappa' and one of the most important Hindu pilgrim centres in the country.Situated in the foothills of Sabarimala, the College experiences the blessings of religious harmony.The practice highlights the important vision of MES College Erumely, enhances the traditional culture of Sabarimala pilgrim centre. There are a lot of stiff traditional practices, rituals, preparations and dress codes meant for those intending to visit Sabarimala. The keynote objective of the College is to enable an active life and participate in and exert influence over society and their everyday lives.Through THAPASAM the institution creates holistic development of the students and provides basic assistance and support to Sabarimala Pilgrimage.

The Practice

An ambitious digital initiative, **"THAPASAM "** aims to streamline and facilitate the essentials to pilgrims at Sabarimala.The whole college contributing their part in this programme and experiencing different phases of social service. Major activities are

1. Clean Pamba Green Pamba Campaign

2. Cleaning the premises of Sabarimala

3. Providing the accommodation facilities to Government officials

4. Sabarimala Information Centre

5. Free Medicated Drinking Water Supply for Ayyappa Pilgrims

6. Distribution of Healthy pilgrimage leaflets

7. Pollution Control Programme at pamba

8. Management of Traffic in Peak time

9. Erumely Sangamam

10. Providing refreshment facilities to Ayyappa devotees

11. Pampakkoru Mulam Thottil

12. Pamba Sabarimala Eco-Conservation programme

13. Refreshment activity for Sabarimala pilgrimage

14. Donating essential materials for pilgrimage

15. Sabarimala Information Center

Success of Evidence

1. During the years 2016-17, 2017-18 our college has received many awards from the Government and MG University. Awards for Best Principal and Best Program Officers are the milestones in the history of MES College Erumely.Memento received for Participation in Punyam Poonkavanam Project.

2. Religious harmony of the whole College provides a sense of belonging and spiritual mentality.

3. To reduce the use of plastic bags and the pollution due to the same, the volunteers distributed hand made cloth bags to the devotees as part of 'Green Pampa Clean Pampa Project'.It Enhances Environmental sustainability and the Green Initiatives.

4. Students planting bamboo trees on the bank of river Pampa to secure the river banks and this prevent Soil Erosion.

5. Students get involved with people from different states which may help the students to learn different languages ,cultures and enhance their Social Responsibility.

Problems Encountered

1. Peoples come from different places ,languages and cultures.Language is a barrier which causes problems while interacting with the people of different states.

2. Management of Traffic in Peak time was very difficult to handle.

3. The waste materials from the shops are disposed of without any proper order and the pollution caused by this is uncontrollable.The increase of waste materials is a barrier to the volunteers.

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:

The Tribal Transformation Initiatives implemented by MES College Erumely ensures that our students have the **opportunity to comprehend tribal cultures, their environments, their communities, and the whole society.** The institutions accomplish the objectives that promote **inclusive environments, enrichment of marginalised people, and sustainable growth of tribal communities.** The goal is to uplift the community by providing high-quality education, to provide **opportunities** for lifelong learning that are **innovative, structured, and applicable,** to enrich lives and realise dreams by empowering students to pursue and succeed in their ideal careers, and **to shed light on the core values of equity, equality, skill development, and selflessness.** Having completed 27 years, the institution has established its ability to carry out its mission and to excel in higher education sectors of Central Kerala.

The institution is located in a rural setting accessible for most of our students who hail from the lesser Socio- Economic backgrounds. Majority of the students belong to **the minority and marginalized communities.** The college ensures the upliftment of all the students, especially those who belong to the backward communities. The college stands for equality and equity, wishing to create more inclusive social activities that enrich the **Tribal and rural communities**.

The primary goal of rural development programmes is to increase the standard of living in the chosen community on an economic and social level. **Tribal Transformation Initiatives** imply greater social transformation both inside and outside of the community as well as **improved human economic conditions.** Through a variety of initiatives, we work to promote togetherness among the community and foster an inclusive environment. The institution promotes literacy programmes to uplift the tribal, marginalized and rural communities. It helps them to be technologically advanced people and encourages them to acquire some social skills.

Unnat Bharat Abhiyan is another initiative by the central government of India, hosting various activities, in MES College Erumely. Unnat Bharat Abhiyan is inspired by the vision of transformational change in rural development processes by leveraging knowledge by the institutions to help build the architecture of Inclusive India. The Mission of Unnat Bharat Abhiyan is to enable higher educational institutions to work with the people of rural India in identifying development challenges that they come across throughout their lives and implementing appropriate solutions for accelerating sustainable and possible growth. This program is intended to create a framework of sustainable development in rural areas through active social involvement and interventions. MES College Erumely is actively taking part in Unnat Bharat Abhiyan.The

institution adopted five villages as part of UBA project, namely Erumely, Chirakadavu, Vellavoor, Manimala and Mundakayam of Kottayam District.

The NSS unit of MES College Erumely in association with CARD - a social service society, hosted Gothraraksha, an NSS Tribal Development Programme. The college organized a three days camp at Wayanad for implementing participatory tribal development programmes. The interventions included participatory rural appraisal in tribal settlement areas and organization of need-based action programmes. The unit organized a Social Debate and Rural Legal Literacy at the adopted village regarding the effectiveness of the decentralized planning process.

Edakadathi is a small **village** in Pathanamthitta district. **The college adopted this village** and conducted various socio-economic developmental programmes in Edakadathy. It includes Anti-Drug day, an awareness programme against the use of potential substances, and also conducted programmes based on sustainable development, about the harmful effect of plastic and how to manage plastic from household levels, how to reduce the use of chemical fertilisers and increase the use of natural fertilisers for agriculture. The NSS unit also conducted a census programme of Edakadathi and an opportunity to honour a farmer in Edakadathy for his selfless dedication towards eco-friendly farming techniques in the village. NSS volunteers from the college had visited almost every house in the village in order to make them aware about the reuse of plastics and to make an organic compost by using the food wastes and other biodegradable wastes to make manures.

Outreach Program of rural areas help students undergo experiential learning with social commitment through field action and Extension Activities experiencing rural realities. Also, the Social Work Department conducted various tribal enrichment programs. . The department conducted this in order to improve people's perception about tribes, their existence in the society, how their traditional ways help conserve the idea of sustainability and decorum in the environment and also preserve the last remains of historical value they have in Kerala. This program was initiated after the department visited tribal villages in the locality as well as famous villages in other districts such as Wayanad. They visited the villages to honour the head, as well as understand their ways and the systems that prevail among the people that live within the four walls of the village. The visit also shed light on how globalization and modernisation kill tradition, history and environmental conservation, which were duly addressed at the awareness programs conducted. The program also included ways in which a common person can contribute to help preserve and keep the tribal villages from flourishing in their environment; which is a grassroot level of awareness.

As part of the Azadi Ka Amrit Mahotsavam, the Business Administration department of MES College Erumely and the Tribal Development department jointly organized the celebrations in Attathodu, a tribal village near Pampa. Ooru presented various art forms to introduce their culture to the students.Students performed street plays and flash mobs. It enhances the students ability to work with the people of tribal areas in identifying challenges that they come across throughout their lives and implementing appropriate solutions for accelerating sustainable and possible growth. The college strives to bring out truth and spread knowledge to the society, for the future of the society and has seen to record successful awareness programmes and other related programs in nearby villages as well as in other districts.This is the evidence of how MES College Erumely, lives up to its mission and vision.

File Description	Document
Any other relevant information	[View Document](#)
Appropriate web in the Institutional website	[View Document](#)

5. CONCLUSION

Additional Information :

IQAC and various departments published **Newsletters.** IQAC in association with Research forum is planning to publish a book **'MES Multi-Disciplinary book for Academic Excellence'** with **ISBN 978 - 93 - 5737- 365 - 4**. **IQAC in association with NSS** is started to build a house of **1000 sq.ft** for under privileged, old and sick. **The management, staff and students** together raising a sum of about **10 lakhs** for the purpose.

The **Programmes** offered by the colleges are spanning very **different areas of knowledge** that provide a rich and varied academic environment. A vast campus of **scenic beauty and natural resources encourage students to participate in various environmental activities**. A sizeable portion of the **student community** is from the **agricultural sector** and they get an **opportunity in green farming practices.**

The institution provides **online test facilities** for **state level and national level exams** and a boon for this rural area.

The **NSS** Units of the College conduct **regular and special camps, awareness classes, demonstrations, personality development programmes etc**. for volunteers to create social awareness among them and all round development of their personalities.

Statutory cells such as **Students' Grievance Redressal Cell, Anti - Sexual Harassment Cell, Anti-Ragging Cell, SC/ST Cell, Minority and OBC Cell** are functioning in the college and help in providing sufficient **support to the student** community.

The institution actively took part in the **Global Academic Carnival EUNOIA 2023** hosted by **MG University**, Kottayam, and **recieved an appreciation certificate** from the University for its participation. The electoral literacy club encourages students to register as new voters, and the college earned a certificate of appreciation from the **District Collector** for doing so.

For actively taking part in the **Kerala Police's "Punyam Poonkavanam" programme** to **clean up Erumely, Pampa, and Sabarimala,** the **institution is honored with a certificate** of appreciation **from the force.**

As a part of **World Science day** celebrations, the **Department of Electronics** conducted a two day **exhibition 'VIRTUOSO 2K22'**. **Space on wheel exhibition of ISRO, Mobile Astronomy unit of Kerala Science and Technology museum and Virtual Augmented reality equipment by KELTRON** are the main attractions of the programme.

Concluding Remarks :

The institution imparts **knowledge and skills** in a **holistic way**. The **students are trained** to use the acquired

knowledge for the **benefit of the society**. Various Clubs, Forums and Cells have these holistic purposes as their prime motivation.

Sustainable development goals are the key word for modern development and the **students** are given **proper orientation** in different **SDG practices.** The institution gives greater emphasis on **gender equality** in all academic and non academic functioning. Girl students have equal and sometimes more share in club activities.

Students belonging to **marginalised and tribal communities get enough opportunity** in the campus to show their talents. **Many** of these students have become **role models** in their respective societies. A **proper balancing** of **academic and non academic** spectra is a must and the **institution provides this balancing** in each and every aspect.

The college **campus** is a true **representative of scenic beauty** of high ranges and it provides a **calm and serene atmosphere** and will provide a refreshing experience.The **sacred experience of Sabarimala** pilgrimage combined with the **natural beauty of the campus make the institution simply unique.**

In a nutshell the institution has transformed a marginalised area into a vibrant and energetic community.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
3.3.1	*Number of research papers published per teacher in the Journals notified on UGC care list during the last five years* 3.3.1.1. **Number of research papers in the Journals notified on UGC CARE list year wise during the last five years** Answer before DVV Verification: <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>3</td><td>20</td><td>3</td><td>0</td><td>0</td></tr></table> Answer After DVV Verification : <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>1</td><td>1</td><td>3</td><td>0</td><td>0</td></tr></table>
5.1.4	**The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases** 1. **Implementation of guidelines of statutory/regulatory bodies** 2. **Organisation wide awareness and undertakings on policies with zero tolerance** 3. **Mechanisms for submission of online/offline students' grievances** 4. **Timely redressal of the grievances through appropriate committees** Answer before DVV Verification : A. All of the above Answer After DVV Verification: A. All of the above
6.5.2	**Quality assurance initiatives of the institution include:** 1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements** 2. **Collaborative quality initiatives with other institution(s)/ membership of international networks** 3. **Participation in NIRF** 4. **any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA, ISO Certification etc** Answer before DVV Verification : A. All of the above Answer After DVV Verification: A. All of the above

2.Extended Profile Deviations

ID	Extended Questions
1.1	**Number of teaching staff / full time teachers during the last five years (Without repeat count):** Answer before DVV Verification : 109 Answer after DVV Verification : 118

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