



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution		KORAMBAYIL AHAMED HAJI MEMORIAL UNITY WOMEN'S COLLEGE, MANJERI.
• Name of the Head of the institution		Dr. C.. Saidalavi MA, B.Ed, PhD.
• Designation		Principal
• Does the institution function from its own campus?		Yes
• Phone no./Alternate phone no.		0483-2977142
• Mobile no		9446666684
• Registered e-mail		info@unitywomenscollege.in
• Alternate e-mail		iqac@unitywomenscollege.in
• Address		P.O. NARUKARA, MANJERI, MALAPPURAM.
• City/Town		Manjeri
• State/UT		Kerala
• Pin Code		676122
2.Institutional status		
• Affiliated /Constituent		Affiliated
• Type of Institution		Women
• Location		Rural

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	University of Calicut				
• Name of the IQAC Coordinator	Dr Shahina Mol A K				
• Phone No.	04832977142				
• Alternate phone No.	7558850684				
• Mobile	9744230791				
• IQAC e-mail address	iqac@unitywomenscollege.in				
• Alternate Email address	akshahina97@gmail.com				
3. Website address (Web link of the AQAR (Previous Academic Year))	http://unitywomenscollege.ac.in/wp-content/uploads/2020/12/AQAR-2019-20.pdf				
4. Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://unitywomenscollege.ac.in/wp-content/uploads/2021/12/Academic-Calendar-and-SMF-2020-21-2.pdf				
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	75.77	2005	21/09/2005	20/09/2010
Cycle 2	B	2.82	2014	21/02/2014	20/02/2019
Cycle 3	B++	2.77	2019	09/08/2019	08/08/2024
6. Date of Establishment of IQAC	01/10/2005				
7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional 1	RUSA	Govt. of India	2020-21	Rs. 6586922/- released during 2020-21 from the 2 crores sanctioned.
8. Whether composition of IQAC as per latest NAAC guidelines		Yes		
<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 		View File		
9. No. of IQAC meetings held during the year		5		
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 		Yes		
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 		No File Uploaded		
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?		Yes		
<ul style="list-style-type: none"> If yes, mention the amount 		1,00,000/- from the college management committee		
11. Significant contributions made by IQAC during the current year (maximum five bullets)				
1. International Webinar on Digitally Transformed Educational Scenario : A Teacher Friendly View				
2. Launched Online Health Club for Students on behalf of IQAC and Women Cell.				
3. Set up a Digital Studio and installed Interactive Smart panel, and trained teachers on e-content development and use of ICT Tools.				

4. Published Research Oriented Books in various disciplines by IQAC in Collaboration with Unity College Publication Division.

5. Internattional Webinar on Pandemic and Resilience: Body, Mind and Spirit.

12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
1. Allocation of Seed money for Research and Seminars for various Teaching Departemnts	Each department organized national/International Webinars on potential areas within their disciplines and three books were published
2. Conduct IPR Seminar	Four IPR Seminars were conducted
3. Conduct online feedback on teaching and learning in the pandemic era	Conducted online survey and consolidated the feedback and strategized teaching learning activities.
4. Organize Administrative training for non teaching staff	Organized two sessions for non teaching staff on effective administration
5. Organise Skill development programme for students under the aegis of Career Duidance Cell	Organized skill development programmes like Speak Tamil, Speak Kannada, Public Speaking Skills, Mushroom Cultivation Training, Yoga training etc.
6. Make use of Online teaching and learning platforms by different faculty members	.Faculty members effectively used Google Classroom, Youtube, Teachmint, Zoom , Google meet and institutional LMS for online teaching and learning during pandemic era.

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
College Staff Council	31/01/2022

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020	17/06/2020

Extended Profile

1. Programme

1.1	614
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	1539
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	157
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	447
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic	
3.1 Number of full time teachers during the year	74
File Description	Documents
Data Template	View File
3.2 Number of sanctioned posts during the year	0
File Description	Documents
Data Template	No File Uploaded
4.Institution	
4.1 Total number of Classrooms and Seminar halls	75
4.2 Total expenditure excluding salary during the year (INR in lakhs)	1,23,67,000/-
4.3 Total number of computers on campus for academic purposes	158

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The institution follows the curriculum and academic calendar prescribed by the affiliating University. Academic calendar of the institution for each year is prepared accordingly. Before commencement of the academic year, a general timetable for the institution is prepared by timetable committee. The Heads of different departments ensure the allotment of hours strictly according to the university stipulations. A department timetable is prepared by convening a department council. A copy of the same is forwarded to office. Each faculty member prepares semester plan as

stipulated by the IQAC and forwards a copy through head of the department to IQAC. IQAC monitors the progress of implementation through Teachers' Diary issued. Department council periodically reviews the implementation and lacunae found are filled by engaging extra classes. The COVID-19 pandemic had necessitated online mode of curriculum delivery. Faculty members were encouraged to participate in training sessions conducted by the pioneers in the field. Workshops and hands- on- training sessions were organized by the IQAC to equip the faculty with different online methods of curriculum delivery. The Synchronous platforms like Google Meet, Zoom, Teachmint etc. and asynchronous modes like Google classroom, Moodle etc. were effectively used in the flipped mode for teaching, learning and evaluation.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://unitywomenscollege.ac.in/wp-content/uploads/2022/01/1.1.-A-Criterion-1-online-class-details-to-web.xlsx , http://unitywomenscollege.ac.in/wp-content/uploads/2022/01/1.1-B-to-web.xlsx

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

In order to abide by the existing COVID protocol, the academic calendar for the year was planned in a manner which minimized physical gathering. Odd- semester classes of undergraduate and postgraduate programmes, except the first semester began in various online platforms in June 2020. The pandemic delayed the admission procedure of the affiliating University and thereby the commencement of first semester classes to the month of November 2020. Special time table for online theory classes and practical classes were implemented, giving due consideration to students' needs and then existing situation of pandemic. Special classes were engaged online on Saturdays, Sundays and also during vacations in order to adhere to the academic calendar. As per the notification and orders issued by the affiliating University and Higher Education Department, second semester classes were to be resumed in June 2021.

Though the end-semester examinations were postponed due to pandemic, internal evaluations were done regularly in the online mode, sticking on to the academic calendar. Continuous Internal Evaluation

was done online both in synchronous mode like viva voce and asynchronous mode using google quiz, testmoz etc. Offline mode of evaluation were also conducted towards the beginning of 2021 when the situations were conducive.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://unitywomenscollege.ac.in/wp-content/uploads/2021/12/Academic-Calendar-and-SMF-2020-21-2.pdf

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

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

1.2 - Academic Flexibility

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

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

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

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

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

10

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

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

376

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

1.3 - Curriculum Enrichment

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

The College offers various courses that include socially relevant issues like Gender, Environment and Sustainability, Human Values and Professional Ethics. The third semester undergraduates have a common Paper with a textbook titled 'Signatures' which deals with gender, environment and human values. Family values and Women's rights are included in the paper, 'Concepts in Family Relation' in the syllabus

of Family and Community Science Programme. 'Business Management Ethics' has been incorporated to the paper, 'Management Ethics' for the First semester B.Com. students. Humanities programmes like B.A. English, M.A. English and B.A. History include papers on issues of Gender. The paper titled 'Environmental Chemistry' and 'Advanced and Applied Chemistry' for the undergraduate Chemistry Programme advocate how chemicals can be used in an environment friendly way and how the usage of harmful chemicals can be reduced. Both PG and UG Botany courses have papers dealing with environment and sustainability.

The list of core programmes with course code which addresses Gender, Environment and Sustainability, Human Values and Professional Ethics are:

M.A.English: EN3E19

B.A.English: ENG6B03

M.A.English: EN4E25

BSc Family and Community Science:FCS6B11

B.Com:BC1B01

M.Com: MC1C5

B.A.History:HIS6B14

B.Sc.Botany: BOT6B10T

M.Sc.Botany: BO02CT07, BOT6B12T

B.Sc.Chemistry: CHE5B06,CHE6B12,CHE5D01

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

1.3.2 - Number of courses that include experiential learning through project work/field

work/internship during the year

17

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

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

447

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

1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	http://unitywomenscollege.ac.in/wp-content/uploads/2022/01/1.4.1.A.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://unitywomenscollege.ac.in/wp-content/uploads/2022/01/Feedback-analysis-2020-21.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

640

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

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

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

157

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

Every year, the college organises orientation programme for the parents and the students at the commencement of the programme for the new batch. The program would help students and parents get familiarised with the institution, curricular and co-curricular activities, facilities, rules and regulations etc. Before the commencement of the classes, the different

requirements of the students are identified and addressed at the earliest by way of a strategic approach. Every year students are given training on experimentation skills, personality development, time management, and motivational sessions. In order to motivate both the slow and quick learners, certificate courses are organised to enhance their skills in experimentation.

Slow learners: The institution taken different steps for the uplifting of slow learners. The Institute practises a robust student academic counselling process. During the time of admission, the head of the department interacts with the parents and the student to assess their need and aspirations

Advanced learners: High performing students are identified on the basis of internal assessment, university examination, and involvement in the classroom. Students are encouraged to take up competitive exams like UGC-NET/SET, RD, TOEFL, IELTS etc. Semester toppers and university rank holders are encouraged with certificates and cash

prizes by the management.

File Description	Documents
Paste link for additional information	http://unitywomenscollege.ac.in/wp-content/uploads/2022/01/2.2.1.A.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
1539	74

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Student-centered methods such as experiential learning, participatory learning, and problem-solving methods to enhance learning experiences provide an effective platform for students to develop the latest skills, knowledge, attitudes, and values ??to shape their behaviour in the right way. All departments run innovative programs that provide a platform to stimulate students' creative abilities, enhance their problem-solving skills and ensure participatory learning. Teachers make classes as interactive as possible and encourage innovative thinking and novel interpretation. Audio-visual methodology, language lab, Google classroom, industrial visits, community study camps, fieldwork and projects are some of the methods used by the departments to provide experiential and participatory learning.

1. Experiential Learning:

Most departments run certificate courses to help students with their experiential learning. The institute offers the following experiential learning activities through participatory learning and problem-solving methods to enhance creativity and level of knowledge of the students.

- Laboratory Sessions are conducted with content beyond syllabus

experiments.

- Industrial Visits to engage them in experiential learning while visiting the organization.
- Certification Courses (Value Added Courses) by the departments to develop their expertise
- Student generated e-content using Google PPT.
- True narratives by students.
- Peer Group learning.
- Mushroom Cultivation
- Food processing & product development
- Apparel Production
- Community nutrition camp

File Description	Documents
Upload any additional information	View File
Link for additional information	http://unitywomenscollege.ac.in/wp-content/uploads/2022/01/2.3.1.A.pdf

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

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

The college, as an arts and science college, promotes the intensive use of ICT-enabled tools, including online resources, for effective teaching and learning processes. Out of 62 teachers, all teachers of the college are using ICT tools and resources available on its campuses; they used LCD Projectors, Tabs, Google quiz, Multimedia Projectors, Public address system, Document camera, Computers, Laptop, Wifi, LAN connected system and e-learning technology. There are 17 ICT enabled classroom in campus, 4 in Department of Botany, 2

in department of FCS, 1 in Department of Mathematics, 2 in Department of English, 2 in Department of History and 1 in Department of Chemistry. The laboratories, Seminar Halls, Auditorium, IQAC Conference Room and other Conference Room are well equipped with ICT facilities. In all there are 17 Lab and Seminar Halls. 100% staff are using ICT techniques in college including power point presentations. Special lectures and technical talk are also arranged by inviting experts from industry. Library also offers a wide range of e-resources. The ICT tools include Desktop and laptops, Projector, Digital cameras, Printer, Photocopier, Pen Drive, Tabs, Scanners, Microphones, interactive white board, DVDs and CDs.

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

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

2.3.3.1 - Number of mentors

56

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

74

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

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

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

17

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

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

2.4.3.1 - Total experience of full-time teachers

540

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

Continuous internal evaluation system is primarily designed following the university regulations approved by the Board of

Studies of concerned departments. The objectives stipulated are generally achieved through the modes stipulated by the University. Besides the academic calendar and the University regulations, departments have a tentative schedule for the internal exams that are not centrally organised, considering the distinctive nature of certain subjects and syllabi.

In order to ensure transparency in internal assessment, the system is communicated with the students well in time. Since the conduct of internal assessments were online during the pandemic, continuous evaluation was done through online mode. Seminars of the concerned subjects were conducted using PPT on Google meet. Multiple choice-based question paper was set with time properties besides the multiple pathways for different modes of assessment; descriptive essays were scanned and uploaded on Google classrooms, use of WhatsApp, Google classroom, recording presentations, group discussions, group presentations, Google slides, online live presentations, etc. Changing this single mode assessment helped students use a wide range of ways for the purpose, making assessment as realistic as possible including conducting offline assessments by bringing in different batches to the college by scheduling college buses avoiding the overcrowding of the students.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

The college has a well organised mechanism for redressal of examination related grievances. If a student is not able to appear for the examinations due to medical or any other genuine reason, examination is conducted for that student provided she submits the request with proper documents, approved by the respective departments.

The College has addressed the grievances of the students related with the conduct of online examinations since a few numbers of students have net connectivity related issues. The aforementioned students have to report their issues to the concerned tutor, and the tutor will forward the grievance to the grievance redressal cell of the college through the head of the departments. The grievance redressal cell after consultation with the examination committee has

addressed the issue by arranging special internal tests for the concerned students. Incidents where online google form submission became a challenge, multiple pathways were offered to make assessment as realistic as possible including conducting offline assessments by bringing in different batches .

The marks are published online. The grievances are resolved by analysing student performance in their presence . Before university upload, signatures are procured from all students to ensure transparency and develop trust in the system

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	http://unitywomenscollege.ac.in/wp-content/uploads/2022/01/Grievance-and-Redressell-Committee.pdf

2.6 - Student Performance and Learning Outcomes

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

All curricular and extracurricular events in the institution are tuned to meet the course outcomes specified for all programmes at the undergraduate and post graduate levels. Right from the induction phase, students are given clear picture of the course and programme objectives through systematically organized orientation programmes. Visibility of the programme and course outcome statements is ensured by displays in front of all departments, as laminated references in all classrooms, and is also made available in the college website for anytime access. All departments have bound copies of the course objectives of all programmes, serving as an all time, quick reference for both staff and students, helping to align the classroom instruction, assignments, assessments and innovative approaches to teaching, including interdisciplinary ties. Within classrooms, all teachers communicate this objective regularly framing the basis of teaching and learning strategies. The extracurricular activities organized by the various departments are extensions of the course objectives, which create opportunities for experiential learning, helping personal development and growth. Through various cells like NSS, Research Club, Women Cell etc. students and teachers gain opportunities to interact with resource persons who represent various domains , through which the result of attaining specific outcomes is also made evident.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://unitywomenscollege.ac.in/wp-content/uploads/2020/12/POs-PSOs-COs-2019Onwards.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Formal assessments for all courses are conducted as per university norms which is a reflection of student attainment of the various outcomes. Ongoing assessments conducted by each department are varied in keeping with the programme and course specific outcomes. Practical and laboratory assessments are significant ways of assessing the attainments for science stream, including special practices like cottage week (residence stay) for Family and Community Science students, management events for commerce stream and poly house farming, mushroom cultivation, apiculture etc. for Botany students. Practical assessments from FCS department included assessing students' ability/ skill/ creativity in menu planning for different age groups, and disease conditions which helps to achieve long term goals. Garment construction and surface ornamentation are also assessed through application skills. Collaborative endeavours and exhibitions by various departments like Chemistry and FCS provide clear reflections of student attainments. (Training at Rubber Board, exhibitions and sales conducted by FCS department). OJT (On the Job Training) opportunities to students for hands-on education and training related to their fields of interest is another very significant way of ensuring attainment of CO and Programme outcomes. Field trip, projects, case study, IT training, Visit of Job sites etc are regularly implemented by teaching departments.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://unitywomenscollege.ac.in/wp-content/uploads/2022/01/2.6.2.B.pdf

2.6.3 - Pass percentage of Students during the year

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

329

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://www.unitywomenscollege.ac.in/wp-content/uploads/2022/05/ANNUAL-REPORT-2020-2021.pdf

2.7 - Student Satisfaction Survey

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

<http://unitywomenscollege.ac.in/wp-content/uploads/2022/01/Students-Satisfaction-Survey-2021.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

2 Lakhs

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

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

3.1.2.1 - Number of teachers recognized as research guides

3

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

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

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

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	http://unitywomenscollege.ac.in/wp-content/uploads/2022/01/3.1.1.1-E-Copy.pdf

3.2 - Innovation Ecosystem

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

Innovative Eco system

The college has established an innovative ecosystem for teaching-learning and evaluation envisaging the holistic development of learners during the Pandemic. Through these initiatives the college ensured that the lack of physical environment has not affected the quality of teaching, learning and evaluation process. The college has the following initiatives and strategies.

1. Digital Studio

The college has established a full-fledged digital studio in collaboration with European Union with a cost of 29 lakhs so as to facilitate E-content modules. The teachers were encouraged to develop the teaching, learning resources and they were given training.

2. Interactive Panel

The college has installed an advanced interactive board at college multimedia room with the financial support of PTA. The teachers of various departments have used the board to engage live sessions and to record the classes so as to share with the students.

3. G Suit & Zoom

The college has purchased the online platforms G Suit and Zoom to organize Online Conferences, webinars, collaborative sessions, invited lectures and cultural activities.

4. Strategies for Online Evaluation System

In order to ensure a fault free evaluation systems in the changed environment, the college introduced strategies for online evaluation system.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

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

45

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

3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	http://unitywomenscollege.ac.in/wp-content/uploads/2022/01/3.1.1.1-E-Copy.pdf
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

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

24

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

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

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

16

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

3.4 - Extension Activities

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

The NSS Units(008 & 171) carried out the following activities

Adukkalathottam

The initiative has aimed to sensitise the students and the community about organic farming so as to make the stakeholders self-reliant and also to encourage organic farming.

Palliative Care Day Fund Collection

The NSS Volunteers participated in the fund collection on the Palliative Care Day

Pollution Control-Awareness Programme

The awareness programme aimed to sensitise the community about the relevance of a sustainable environment .

Old Age Home and Care Centre Visits

The visits helped the students to have better interaction with the community and to make them aware of caring for the differently abled and old age people.

Tree Plantation on World Environmental Day

106 cadets of NCC engaged in tree plantation in their homes and neighbourhood sensitising the significance of forestation

Anti-Drug Plays

6 Short plays have been made by the NCC cadets against drug abuse and shared the same through social media platforms like Whatsapp and Instagram on 26th June

Effective Parenting in the Pandemic Era

The Department of English has organised an online session on 'Effective Parenting in the Pandemic Era' for parents of the first year Undergraduate students of the college and the nearby colleges.

File Description	Documents
Paste link for additional information	http://unitywomenscollege.ac.in/wp-content/uploads/2022/01/3.4.1.docx
Upload any additional information	View File

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

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

3

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

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

120

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

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

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

1500

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

3.5 - Collaboration

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

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

20

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

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

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

6

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college has requisite number of class rooms of which some are spacious enough to carry out general classes and association activities. Every Department has at least one ICT enabled class room with LCD projector and LAN. The college has a multimedia studio as a part of MIELES Project and a central computer lab to ensure computer literacy and internet access to the students. The Central Library of the College is replete with large number of career guidance books, research journals, publications and network resource centre. All departments have computers with internet connection. The college has reprographic facilities both at the College Library and the Staff Co-operative store. The Departments of Chemistry and Botany have separate labs for UG, PG and research, Chemistry department has a separate lab for physical chemistry, Physics, Zoology and Psychology

departments have well equipped laboratories, Family and Community Science department has a Textile Lab, Nutrition Lab and Bio-Chemistry Lab and Computer Science Department has a good IT lab. The main auditorium and four conference halls, one with multimedia facilities are used for academic programmes. Main departments have their own individual department library with subject specific books. The college has a hall exclusively for conducting examinations.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://unitywomenscollege.ac.in/wp-content/uploads/2022/01/4.1.1.docx

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

The institution has taken keen interest in promoting and encouraging the involvement of the students in co-curricular activities- sports and physical fitness, games, cultural activities- since its inception. The institution organizes arts festival, sports and athletic meets, intercollegiate cultural fests in every academic year recognizing the significance of the overall development of the students. Separate registers are used for the booking and entry of indoor stadium, seminar halls, multi utility space etc. The institution has given charge to a faculty member to allocate auditorium, seminar halls and multi-utility rooms for conducting various programmes. There is a Recreation Hall in the hostel to promote co-curricular activities of the inmates. The institution has following facilities in the campus:

SI No.

Facility

Area

1

Football Court

5525 sq.m

2

Auditorium

420 sq.m

3

Non Resident Students' Centre

54 sq.m

4

Staff Recreation Centre

64 sq.m

5

Fitness Centre (Inside Indoor Stadium)

24 sq.m

6

Auditorium cum Exam Hall

200 sq.m

7

Conference Hall

141.5 sq.m

8

Multi Utility Space

273 sq.m

9

Netball Court

450 sq.m

10

Indoor Stadium (Multi purpose) with Multiple Badminton Courts and Taekwondo Centre)

540 sq.m

11

Seminar Hall (AB07)

77 sq.m

12

Open Fitness Centre

90 sq.m

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://unitywomenscollege.ac.in/sports-fitness/ , https://unitywomenscollege.ac.in/meeting-places/ , https://unitywomenscollege.ac.in/meeting-places/

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

18

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.youtube.com/watch?v=H0EHRftlwHQ&feature=youtu.be
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

123.67000

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The college Library named, Shihab Thangal Library and Information Centre, is working on a separate multi facility building with area of 464.5 sq.m (5000 square feet). The library has a collection of 21071 volumes and subscribes 86 periodicals every year. The library advisory committee (Library Council) takes decision on each and every activity of library. The library is fully automated with standard library software named Book Magic. Books are arranged on the shelves according to Dewey Decimal Classification (DDC). The library offers Online Public Access Catalogue (OPAC) - a computerized catalogue service which is provided to locate the documents available in the library quickly. The OPAC is a module of Book Magic Software, which was installed in the academic year 2002-2003 and updated in 2006. Students can renew a book using their

password through OPAC. The library has a wide repository of books, journals, CDs, newspapers, e-resources, previous year question papers, etc. Specialized services provided by library include information deployment and notification, photo copying facility, e-library solution search, Reservation of books, INFLIBNET, N-LIST Programme, Book bank scheme. Readers Forum, an initiative of the college Library, is an active forum and organizes events to promote reading habit among teachers and students

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://library.unitywomenscollege.in/index.html

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

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

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

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

1.90175

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

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

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

194

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

4.3 - IT Infrastructure

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

The campus is Wi- fi enabled with 50 MBPS since 2019, the facility of which can be accessed by all classrooms. The Main Departments have at least two classrooms with LCD projectors. The computer Science UG Lab has about Forty-eight computers and PG Lab has twenty-four computers, with internet facilities. Every UG department is provided with one Desktop, printer, laptop, and one portable projector and PG departments have two portable projectors. College cooperative store has one computer with internet facility, two Photostat printer and a colour printer for meeting the academic requirements of students. The College Resource Centre has twenty computers with internet facility which are accessible to the students, three computers with ILMS software for accessing the catalogues and for signing in. There are two printers, a scanner and a Photostat machine in the library. In addition, the institution has three common portable projectors which are accessible to the department at any time. The college has established a Digital Studio in 2019 for facilitating video content development. It has a server, a digital camera, a conferencing camera, two desktops with software installed for editing. Interactive whiteboards have been installed in the smart classrooms, Conference Halls and the Digital studio.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://unitywomenscollege.ac.in/ict-facilities/#project-hub

4.3.2 - Number of Computers

158

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

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

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

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

51.315

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

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

.The Governing Body supervises the maintenance and upkeep of infrastructure and support facilities in consultation with the IQAC and staff. Issues related to the infrastructural maintenance are registered with the office superintendent through a log book. Lab equipment is strictly inspected by the staff and lab assistants concerned before the examinations. Users register is also maintained. The backup to the equipment, in case of power failure is met through two diesel generators with capacities of 125KVA and 15 KVA respectively. The college has 1KV solar power panel. The Vice Principal oversees the proper maintenance of the class room furniture, equipment and ICT tools. The System Administrator supervises the maintenance of the computer systems and the Central Computer Lab. The Teacher of Physical Education takes care of the sports amenities. The maintenance of the courts is done on time. The Department of English monitors the utilization of the language lab facility with proper register. Library rules are strictly followed for the maintenance and utilization of library resources. Periodicals are lent on a day to day basis and books for 14 days. The Coordinator of MIELES project oversees the maintenance of the Studio and a register has been maintained for its smooth functioning.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.unitywomenscollege.ac.in/wp-content/uploads/2020/11/Maintenance-Procedures-and-Policies.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1674

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

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

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

91

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

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

A. All of the above

File Description	Documents
Link to Institutional website	http://unitywomenscollege.ac.in/wp-content/uploads/2022/01/5.1.3.A-web-link.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

354

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

354

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

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

88

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

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

5.2.2.1 - Number of outgoing student progression to higher education

352

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

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

68

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

5

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

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

The college union election was not held during the academic year due to covid restrictions and the college union of 2019-20 continued their functioning. Union members, Association Secretaries and the

Teachers actively involved in organizing the online events. The clubs in the college like., Arts club, Sports club, Science club etc., that were formed to motivate students to engage in curricular and cocurricular activities organized different activities. Students' representation is ensured in committees like Grievance Redressal Cell, Canteen Committee, College Cooperative Society, Tourism Club, Film Club etc. Annual sport meet was conducted following Covid-19 protocol in different days. Students Help desk was constituted to assist students and parents during the first-year admission process along with the function of monitoring pandemic protocol. EBSB club in collaboration with Himachal Pradesh conducted cultural exchange programme through food fest of their cuisines and performance of their dance form in the campus and the club has also made and shared a video on the cultural essence of Kerala. Grievance Redressal Cell has addressed grievances related to online classes and resolved them, holding stakeholders' meetings. Students had been active in the various NCC and NSS activities and initiatives. SQAC also helped in coordinating IQAC initiatives.

File Description	Documents
Paste link for additional information	http://unitywomenscollege.ac.in/wp-content/uploads/2022/01/5.3.2-link.pdf
Upload any additional information	View File

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

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

102

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

5.4 - Alumni Engagement

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

Unity College Alumni Association (UCAA)

The Alumni Association of Korambayil Ahamed Haji Memorial Unity Women's College, Manjeri (UCAA) has been functioning since 1995. It was formed with a noble motive of maintaining the rapport and warmth in relationship between the former students and the institution intact and to channelize the alumnae resources creatively and effectively for the growth and development of the institution and its stakeholders. The alumni members meet for an annual get-together every year with their spouse and children. It is a registered society with the registration number MPM/CA/157/2019 and every outgoing student gets enrolled to the UCAA. UCAA creatively intervenes in the curricular and co-curricular aspects of the college too. We have an active Facebook page which helps the alumni to get regular updates about the various programmes that the college organises and it also acts as an active interface for communication between institution, alumni and staff. Our alumni hold key positions in various organisations, professional fields and entrepreneurial sectors. They also act as a source for identifying resource persons for numerous technical sessions for alumnae lecture series. Financial support for college, UCAA scholarships, UCAA sponsorships and free ships are some major initiatives of UCAA during 2020-21.

File Description	Documents
Paste link for additional information	http://unitywomenscollege.ac.in/wp-content/uploads/2022/01/5.4.1.A.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs) **D. 1 Lakhs - 3Lakhs**

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The College was established in 1991 by MECA - a registered society. It was the only aided, multi-faculty Women's College in Malappuram District at the time of establishment. The institution aims the multifaceted upliftment of women through modern good quality higher education. The general management of the College is vested in the Governing Body. The principal is assisted by the IQAC, Heads of the Departments, Staff Council and other functional committees. The principal is the chief executive officer, the Chairman of the Staff Council, IQAC, Anti-ragging Cell, Disciplinary Committee, and Ethics Committee. He consults the Management, Staff Council and other committees. Each department works under the direction of the Head of Department who prepares action plans and divides the duties among teachers. She/he also reviews teacher's dairy and internal examinations. Moreover, Head submits various reports to the principal and IQAC at the end of each academic year. The Class Tutors ensure the holistic development of each learner. Principal discharges duties in a democratic way delegating them to Heads of Departments, the Superintendent and the Directors of the different committees. The IQAC, DQAC and SQAC function effectively to help the principal to enhance and sustain a culture of quality and excellence.

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

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

The management of the college has adopted a decentralized and participative style of functioning under which day to day governance is administered through committee-based decisions. Representation of faculties has been made in various committees namely College Development Committee, IQAC, Staff Council, Anti ragging Cell, Research Cell, Women Cell, Grievance Redressal Cell, N.C.C, N.S.S., Discipline Committee, Counselling and Career Guidance, Website committee, Admission committee etc, to provide necessary inputs so that the decisions and recommendations arrived at such deliberations and meetings are converted into solid actions. Every year, the composition of different committees is changed to ensure a uniform exposure of duties for academic and professional development of faculty members. The management encourages the faculties, students and non-teaching staff, alumnae and parents to share their ideas through the proper channel. The management of the college ensures periodical review meetings of various committees for bringing improvement in the governance of the college activities, and the also monitored and brought substantial needy improvements. The recommendations and reports of these internal committees are frequently monitored by the Principal and the Management for further implementations. Various cells, forums, platforms, clubs etc work in the college to ensure quality in teaching, learning and evaluation.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The major recommendations during the third cycle of accreditation by NAAC in the year 2019 were related to research activities, day care centre, laboratory infra-structure and improvement of functional MOUs. As part of this, the institution motivated faculties and students to engage in research activities. Three faculties had been awarded Ph. D during 2020-21. Moreover, twelve permanent faculties and five guest faculties have been doing Ph. D. Three faculties have been working as research guides. In 2020-21, different departments of our college published research related national and international books and proceedings with ISBN. Dr. Muhammed Basheer Ummathur, Head, PG Department of Chemistry published an edited book titled "Trends in Sustainable Chemistry", ISBN 978-93-5457-774-1. PG Department of Commerce published Proceedings on "Islamic Banking". Many of the faculties have published research articles in various national and international journals and proceedings and presented research papers in the national and international webinars and many have served as resource persons for various sessions too. Various departments conducted research related webinars, talks, workshops and conferences. Research Club of P. G Department of English in collaboration with History department organized nine Online Inter/National Interdisciplinary Lecture Series on different topics to share maximum knowledge to enhance research activities.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://unitywomenscollege.ac.in/wp-content/uploads/2022/01/6.2.1.B.pdf
Upload any additional information	View File

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

KAHM Unity Women's College was established in 1991 and is running by MECA. The institution aims the upliftment of women in general and the educationally backward Muslim women in particular, through modern good quality education. The College has creditable academic as well as co-curricular accomplishments. The general management of the College is vested in the College Governing Body. The principal is assisted by the IQAC, Heads of Departments, Staff Council and other functional committees. The principal, the chief executive

officer, is the Chairman of the Staff Council, IQAC, Anti-ragging Cell, Disciplinary Committee, Ethics Committee and many such bodies. Each department works under the direction of the Head of Department. The head is preparing the time table and divides the courses among teachers. He also does the review of teacher's dairy and internal examination. Moreover, she/he submit various reports to the principal and IQAC. The Class Tutors take care of each learner. According to the statutes of the University of Calicut, the institution formed the staff council as a statutory body. It consists the Principal, Heads of Departments and two elected representatives from the teaching staff. The institution has a stated quality policy which well described in its vision and mission.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	http://unitywomenscollege.ac.in/wp-content/uploads/2022/01/6.2.2.C.pdf
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The Physical education department supervises an Indoor Stadium and a fitness centre for the staff to ensure their health and well-being. First aid appliances - are maintained by the Student's Dean and provided to students on need base. Co-operative Society runs a Co-operative Store. Credit Society, directed and managed by the staff, provides various services. Sufficient numbers of urinals for the staff and the students are functioning well in the campus and are properly maintained, Canteen with ramp facilities, Wash areas, ladies' room, drinking water facilities, Internet, Security, Library and Network resource centre, residential facility for staff and students, parking facility, Baby care centre, biometric punching, etc are some facilities for healthy and secure campus life for its stakeholders. Staff club of teaching and non-teaching staff create a healthy and harmonious atmosphere for bringing collegiality in the workplace. The teaching and non-teaching staff get statutory benefits. Employees can avail maternity or paternity leaves and other leaves and special. Medical reimbursement Scheme refunds the medical expenditure of employees and their dependents as per Government rules. There is a Women's grievance redressal cell for addressing complaints regarding sexual harassment. The entire staff is covered under the Group Insurance Scheme (GIS).

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the

institution for teaching and non-teaching staff during the year

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

4

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

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

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

21

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

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

The students are provided with an opportunity to evaluate the performance of the teachers in every academic year. As per the procedures stipulated by the IQAC, the HODs evaluate the performance of the teachers in the Department by distributing questionnaires to the students. The Heads of the Departments collect and hand over the filled-up questionnaire to the principal. The performance of the Heads of the Departments is assessed by the principal solely. The Principal and Manager analyse the evaluation report and meets the teachers in person to give proper feedback and to suggest corrective measures.

It is mandatory for teachers to submit the duly filled self-appraisal form where she/ he furnishes details of involvement in institutional activities along with contribution to academic field. The teacher submits the form to the HOD who transfers it to the IQAC.

The Teachers Diary is also an assessment mechanism, evaluated periodically by the HODs, IQAC Co-ordinator and the Principal.

Academic audit aims to monitor the academic plan and semester plan prepared at the beginning of the year and semester. The performance of the non-teaching staff is assessed on the basis of self-appraisal form that they prepare annually under the guidance of the Superintendent

File Description	Documents
Paste link for additional information	http://unitywomenscollege.ac.in/wp-content/uploads/2022/06/Academic-audit-20-21-Dept-.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The institution conducts internal and external audits for both

government and non-government funds in every year

Audit of the Grants & funds sanctioned by the Government /UGC

The institution submits income and expenditure statements of projects and funds with supporting documents to a qualified Chartered Accountant for verification and audit certificate. The audit report and utilization certificates received thus are then submitted to the authorities concerned.

The audit wing of the government from the Department of Education visits the college periodically and inspects all the files related to the public accounts. Corrections and clarifications, if any, are settled in the final account.

The Accountant General, Kerala, also conducts audit periodically and suggests inputs and remedies in the audit report. The institution takes corrective measures if needed and provide clarifications as audit reply.

After completion of each project, statements of accounts are prepared by the staff concerned and submit it to the Principal. Two members of the Management Committee act as Internal Auditors for the management expenditure. The internal audit report then gets submitted to the external auditor. Mr. Raziq Ahmed F.C.A of P.A Hameed & Associates, Chartered Accountant, Calicut, is appointed for the external audit for the Management account.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

58. 70834

File Description	Documents
Annual statements of accounts	View File
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The institution has a well-functioning mechanism for mobilization of funds and optimum utilization of resources. All the strategies regarding resource allocation and its optimal utilization, and decisions concerning the same are taken by the planning board, constituted by the governing body. The planning board assesses, supervises and implements the fund-raising activities of the college. The committee assesses the requirements of all departments and forums, and fund is allocated accordingly. The purchase committee constituted by the Principal monitors all the purchases related with the college.

The major sources of fund for the college are

- UGC,RUSA
- Management funds
- Donations from Philanthropists
- income through self financing courses
- Grant-in-aid for salary of staffs
- Scholarships
- PTA
- Contribution from teachers
- Contribution of Alumni
- Income from Rubber plantation
- Profit from the college co-operative store.

Government funds from various bodies are used for upgrading infrastructural facilities, for innovative programmes, seminars, workshops and for purpose of mentoring selected students. RUSA fund is used for constructing building in the college campus. Management fund is used for developmental needs, maintenance of the institution, salary of self-financing staffs and for various daily activities of the college. PTA funds are used for providing scholarships, infrastructure developments, arranging transportation

facilities for students and teachers.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

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

The Covid pandemic caused multifaceted challenges and IQAC of the college carefully evaluated the central concerns pertinent to the academic scenario such as the adaptability factor, optimum use of digital tools for teaching, learning and evaluation, providing infrastructure facilities and training sessions for the optimal result in the transformed educational context. The institution with the support of IQAC provided rigorous training sessions to the teachers to make them equipped with better skills to handle digital classrooms. As a response to the requests received from different departments, each department was given autonomy to a great extent to decide online platform such as Google Meet, Zoom, Google Classroom, Facebook and Teach Mint. The faculty members were directed by IQAC to collect feedbacks from the students and to identify the best among the platforms for the maximum benefit of the students.

Under the direction and guidance of IQAC, along with IQAC, various departments of the college organized IPR Seminars so as to ensure the quality of research for the welfare of the institution and individuals. As a continuation of this quality ensuring move, the institution has organized the formal inauguration of the Official Publishing Platform, Unity College Publications, on 18th January 2021.

File Description	Documents
Paste link for additional information	http://unitywomenscollege.ac.in/wp-content/uploads/2022/06/Academic-audit-20-21-Dept-.pdf
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

IQAC of the College insisted on the regular recording of teaching learning activities through the Teachers' Diary. Each department has to prepare an academic calendar for the quality conduct of academic activities. The faculty members are asked to follow the semester plan prepared and submitted by them meticulously. Periodical verification and review of the sustainable process was done by IQAC based on the data provided by the faculty members. IQAC also collected feedback from the students and shared it with the teachers concerned. The teachers are directed to develop content for the LMS of the college. Academic audit conducted during the year is an impactful instance of IQAC's review process to validate the incremental progress in academic activities of the teaching departments of the college. IQAC provided fruitful guidance for the improvement of teaching and learning activities based on the SWOT analysis. In order to promote research, a set of plans were devised as per IQAC proposal. The IQAC has encouraged both teachers and students to engage in academic publications under the college public division. Moreover, a major decision was made by the initiation of IQAC to provide seed money for publication of books, thesis etc. by the faculty members.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for

B. Any 3 of the above

improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	https://www.unitywomenscollege.ac.in/wp-content/uploads/2022/05/ANNUAL-REPORT-2020-2021.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Strictly adhering to our mission "empowering women" the institution takes most care in ensuring safety, security, mental and physical enrichment to our students through various curricular and extracurricular initiatives. The question of gender equity in a women-only campus though does not come in the direct purview, considering the significant influence of a campus life in moulding attitudes and perceptions regarding community living, we ensure that our students develop right insights about their equal position with men in the society through awareness programmes and involvement in activities that allows them to inculcate the sense of gender equity. Offering various orientation sessions, webinars, discussions, debates, workshops, media collaborations, dramatization and movie screening connected to gender issues helps to keep students aware of the issues, educate them of the methods to tackle it. Considering the emotional challenges before the adolescents joining the campus, and the level of distractions at hand in this digital era we have cautiously devised methods for catering to their emotional well-being. The Mentor-Mentee system, Association gatherings, Grievance Redressal Cell, and the Counselling sessions, NSS, NCC, Women Cell, EBSB Club, Electoral Literacy Club etc., provide space for students

to open up and find solutions, thereby adding to their emotional health.

File Description	Documents
Annual gender sensitization action plan	http://unitywomenscollege.ac.in/wp-content/uploads/2021/12/7.1.1-A-.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://unitywomenscollege.ac.in/wp-content/uploads/2021/12/FACILITIES-FOR-WOMEN-IN-THE-CAMPUS.pdf

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

A. 4 or All of the above

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

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

Solid Waste Management

The initiatives taken by the college during last year under Swatch Bharat Abhiyan to ban plastic is continued during 2020-21. The use of steel plates, the three incinerators kept in the college premises and the one constructed for large quantity waste disposal and leaf composters are functional. As a result, ready mulch and compost would be available for use on-site in flower beds, potted plants etc. As a new initiative by Department of Chemistry, PAPIER, is introduced to collect and recycle the papers.

Liquid waste management

In order to manage sewage waste and cafeteria effluent waste, waste water management Canals, outlets and waste pits are constructed. Waste water management is successfully maintained in the hostel by channelizing waste water to the water treatment pit. The water is processed through the second pit thus resulting in filtered and purified water to be collected in the third pit. A standard operating system is maintained for handling hazardous waste water from labs too.

E-waste management

The E-Waste management introduced in our college adopts the three R policy of Reduce, Reuse and Recycle. Mother board, Compact discs, Printers etc. in damaged conditions are either recycled or sold using buy back options.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus **A. Any 4 or all of the above**

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **A. Any 4 or All of the above**

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered

vehicles

3. Pedestrian-friendly pathways

4. Ban on use of plastic

5. Landscaping

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

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

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

C. Any 2 of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of

A. Any 4 or all of the above

reading material, screen

reading

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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

We stand for "Unity in Diversity", by which students are taught to appreciate various religions, languages, and cultures. We greet and wish each other during various festivals and invite each other to a feast to learn diverse cultures, as an effort to foster friendly relationships and promote religious, social, and communal harmony in the college in particular and among the society in general. These have aided us in creating a inclusive and welcoming environment at the campus. In order to preserve culturally diverse and harmonious environment in the campus, the college community makes proactive measures. The efforts are designed to promote high-quality education along with secure economic empowerment for the poor, and to foster communal harmony and tolerance among the stakeholders. We also observed various worldwide and national days such as World Environment Day, International Women's Day, International Week for the Deaf, World Heart Day, Reading day and World Food Day. EBSB Club of our institution was keen in conducting diverse activities that enriched the vision of national integration and celebration of cultural diversity. "Share and Care", the initiative by the institution for the promotion of charity activities, act as a platform for catering empathy and compassion among the stakeholders.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

KAHM Unity Women's College takes pride in the fact that apart from preparing a sound academic foundation for the student community; the college constantly works upon developing them as responsible citizens of the nation. In this regard, the institute, apart from imparting professional education, inculcates a feeling of oneness among the student community through various practices and programs. Faculties have always been in the practice of organising activities that not only initiate but also motivate the students to adopt various values that promote the "Unity in Diversity" of our motherland. The College ensures that the students participate very enthusiastically in all such activities. Since the last five years, the college has done a meticulous effort in increasing the sense of responsibility and providing awareness on the duties of a citizen through various effective practices amongst the students. Each department and club in the college have conducted different programs to inculcate constitutional values and responsibilities among the student community. The college always ensures that various activities that are directly as well as indirectly connected with promoting awareness on the prominence on national days and symbols are being conducted. Independence Day and republic day and other national days are also celebrated

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://unitywomenscollege.ac.in/wp-content/uploads/2021/12/Criteria-7.1.9.A.pdf
Any other relevant information	http://unitywomenscollege.ac.in/wp-content/uploads/2021/12/Criteria-7.1.9.A.pdf

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts A. All of the above

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

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

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

Our Institution celebrates international commemorative days, events and festivals. Observing the National days and festivals are significant for promoting Nationalism and patriotism among the citizens of the country. These celebrations are needed for the preservation of the unity, peace and integration. Similarly observance of International days promotes better understanding and cooperation between Nations. Those celebrations play a vital role in uniting people of our mother Earth. Our Institute celebrate these important days with great enthusiasm. Following are the various programs that the college organized during the 2020-21 academic year

1. World Environment Day (05 June)
2. International Day Against Child Labour (12 June)
3. National Reading Day (19 June)
4. International Yoga Day (21 June)
5. International Day against Drug Abuse (26 June)
6. World Breastfeeding Week Celebration (1- 7 Aug)
7. Aatma Nirbar Bharath Awareness (1-15 Aug)
8. Independence Day Celebration (15 Aug)
9. Fit India Movement (2 Oct)
10. National Nutrition Month Celebration (Sept)
11. World Heart Day Celebration (29 Sept)

12. The International Week of the Deaf(30 Sept)
13. Gandhi Jayanti Day(2 Oct)
14. Palliative Day Observation(08 Oct)
15. World Food Day Celebration(16 Oct)
16. Kerala Formation Day(1 Nov)
17. Ek Bhart Shrestha Bharat (2020-21)
18. Indian Constitution Day(24 Nov)
19. Republic Day Observation(26 Jan)
20. International Women's Day (8 March)
21. World Health Day Observation (7 April)

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

BEST PRACTICE- 1

Title of the Practice: Green Cultural Initiatives in the Campus

Objective of the Practice: Green Culture initiatives of the institution are meant to create awareness among the younger generation of the disastrous consequences of climatic change due to human intervention in natural resource depletion, to promote sustainable development and to decipher methods to tackle the ongoing situation and avoid further catastrophe.

Practice: The following are the methods adopted to tackle depletion and gear up sustainable development practices -

- Rain water harvesting .
- Open Well Recharging System
- Solar panels for electricity
- Maintenance of an Aquatic Bio Park and Bio Diversity Park
- Insecticide free Poly House Farming

- Mushroom cultivation workshop
- Vermicomposting
- Labelling of plant species with QR coding
- Birds feeding centre is maintained to attract birds
- The campus is made Plastic free.campus
- Restricted entry for vehicles is practiced
- Proper waste management in campus and the hostel.

BEST PRACTICE - 2

Title of the practice: Organic Mushroom Farming

Objective of the practice: This is a project managed and supervised by the Department of Botany as part of the Community Outreach Programme.

Practice: A mushroom shed is set up and maintained in the campus where the mushroom beds are scientifically grown.

File Description	Documents
Best practices in the Institutional website	http://unitywomenscollege.ac.in/wp-content/uploads/2022/01/7.2.-BEST-PRACTICE-GREEN-INITIATIVES.pdf
Any other relevant information	https://unitywomenscollege.ac.in/facilities-9/

7.3 - Institutional Distinctiveness

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

Upskilling women through skill enhancement is one of our prime focuses. The following activities were undertaken by the institution for the same.

- Life skill trainings like wellness sessions including yoga and health club, soft skill enhancement trainings and communicational skill development sessions.

- Job skill trainings like entrepreneurial development training, On-the-Job trainings, Computer programming using C-Language, Mushroom cultivation and organic farming, introduction to Modern Agricultural Technology, making household goods from rubber latex, Earning with Math Talent, Magic in Minutes and Surface ornamentation are provided to enhance independence through self-employment.
- Social and emotional skills of the students are enhanced by various Clubs. Electoral Literacy Club offers sensitization on electoral rights and the procedure. Debates and discussions in the Reader's forum help in opinion building, public speaking, critical thinking thereby enabling our students to embrace many values of democracy. Tourism and EBSB clubs help to widen their geographical and cultural boundaries and expand their knowledge/thinking horizons.
- Understanding the importance of language skills in the future prospects of our students, we offer language training sessions on languages like Tamil, Kannada, Arabic and Hindi and English.
- organized An FDP on 21st Century teaching Skills to update the faculty on novel teaching skills during pandemic era.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The institution follows the curriculum and academic calendar prescribed by the affiliating University. Academic calendar of the institution for each year is prepared accordingly. Before commencement of the academic year, a general timetable for the institution is prepared by timetable committee. The Heads of different departments ensure the allotment of hours strictly according to the university stipulations. A department timetable is prepared by convening a department council. A copy of the same is forwarded to office. Each faculty member prepares semester plan as stipulated by the IQAC and forwards a copy through head of the department to IQAC. IQAC monitors the progress of implementation through Teachers' Diary issued. Department council periodically reviews the implementation and lacunae found are filled by engaging extra classes. The COVID-19 pandemic had necessitated online mode of curriculum delivery. Faculty members were encouraged to participate in training sessions conducted by the pioneers in the field. Workshops and hands-on-training sessions were organized by the IQAC to equip the faculty with different online methods of curriculum delivery. The Synchronous platforms like Google Meet, Zoom, Teachmint etc. and asynchronous modes like Google classroom, Moodle etc. were effectively used in the flipped mode for teaching, learning and evaluation.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://unitywomenscollege.ac.in/wp-content/uploads/2022/01/1.1.-A-Criterion-1-online-class-details-to-web.xlsx , http://unitywomenscollege.ac.in/wp-content/uploads/2022/01/1.1-B-to-web.xlsx

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

In order to abide by the existing COVID protocol, the academic

calendar for the year was planned in a manner which minimized physical gathering. Odd- semester classes of undergraduate and postgraduate programmes, except the first semester began in various online platforms in June 2020. The pandemic delayed the admission procedure of the affiliating University and thereby the commencement of first semester classes to the month of November 2020. Special time table for online theory classes and practical classes were implemented, giving due consideration to students' needs and then existing situation of pandemic. Special classes were engaged online on Saturdays, Sundays and also during vacations in order to adhere to the academic calendar. As per the notification and orders issued by the affiliating University and Higher Education Department, second semester classes were to be resumed in June 2021.

Though the end-semester examinations were postponed due to pandemic, internal evaluations were done regularly in the online mode, sticking on to the academic calendar. Continuous Internal Evaluation was done online both in synchronous mode like viva voce and asynchronous mode using google quiz, testmoz etc. Offline mode of evaluation were also conducted towards the beginning of 2021 when the situations were conducive.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://unitywomenscollege.ac.in/wp-content/uploads/2021/12/Academic-Calendar-and-SMF-2020-21-2.pdf

<p>1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University</p>	<p>A. All of the above</p>
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File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

17

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

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

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

10

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

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

376

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

1.3 - Curriculum Enrichment

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

The College offers various courses that include socially relevant issues like Gender, Environment and Sustainability, Human Values and Professional Ethics. The third semester undergraduates have a common Paper with a textbook titled 'Signatures' which deals with gender, environment and human values. Family values and Women's rights are included in the paper, 'Concepts in Family Relation' in the syllabus of Family and Community Science Programme.

'Business Management Ethics' has been incorporated to the paper, 'Management Ethics' for the First semester B.Com. students. Humanities programmes like B.A. English, M.A. English and B.A. History include papers on issues of Gender. The paper titled 'Environmental Chemistry' and 'Advanced and Applied Chemistry' for the undergraduate Chemistry Programme advocate how chemicals can be used in an environment friendly way and how the usage of harmful chemicals can be reduced. Both PG and UG Botany courses have papers dealing with environment and sustainability.

The list of core programmes with course code which addresses Gender, Environment and Sustainability, Human Values and Professional Ethics are:

M.A.English: EN3E19

B.A.English: ENG6B03

M.A.English: EN4E25

BSc Family and Community Science:FCS6B11

B.Com:BC1B01

M.Com: MC1C5

B.A.History:HIS6B14

B.Sc.Botany: BOT6B10T

M.Sc.Botany: BO02CT07, BOT6B12T

B.Sc.Chemistry: CHE5B06,CHE6B12,CHE5D01

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

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

17

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

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

447

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

1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	http://unitywomenscollege.ac.in/wp-content/uploads/2022/01/1.4.1.A.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://unitywomenscollege.ac.in/wp-content/uploads/2022/01/Feedback-analysis-2020-21.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

640

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

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

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

157

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

Every year, the college organises orientation programme for the parents and the students at the commencement of the programme for the new batch. The program would help students and parents get familiarised with the institution, curricular and co-curricular activities, facilities, rules and regulations etc. Before the commencement of the classes, the different

requirements of the students are identified and addressed at the earliest by way of a strategic approach. Every year students are given training on experimentation skills, personality development, time management, and motivational sessions. In order to motivate both the slow and quick learners, certificate courses are organised to enhance their skills in experimentation.

Slow learners: The institution taken different steps for the uplifting of slow learners. The Institute practises a robust student academic counselling process. During the time of admission, the head of the department interacts with the parents and the student to assess their need and aspirations

Advanced learners: High performing students are identified on the basis of internal assessment, university examination, and involvement in the classroom. Students are encouraged to take up competitive exams like UGC-NET/SET, RD, TOEFL, IELTS etc. Semester toppers and university rank holders are encouraged with certificates and cash

prizes by the management.

File Description	Documents
Paste link for additional information	http://unitywomenscollege.ac.in/wp-content/uploads/2022/01/2.2.1.A.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
1539	74

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Student-centered methods such as experiential learning, participatory learning, and problem-solving methods to enhance learning experiences provide an effective platform for students to develop the latest skills, knowledge, attitudes, and values to shape their behaviour in the right way. All departments run innovative programs that provide a platform to stimulate students' creative abilities, enhance their problem-solving skills and ensure participatory learning. Teachers make classes as interactive as possible and encourage innovative thinking and novel interpretation. Audio-visual methodology, language lab, Google classroom, industrial visits, community study camps, fieldwork and projects are some of the methods used by the departments to provide experiential and participatory learning.

1. Experiential Learning:

Most departments run certificate courses to help students with their experiential learning. The institute offers the following experiential learning activities through participatory learning and problem-solving methods to enhance creativity and level of knowledge of the students.

- Laboratory Sessions are conducted with content beyond syllabus experiments.
- Industrial Visits to engage them in experiential learning while visiting the organization.
- Certification Courses (Value Added Courses) by the departments to develop their expertise
- Student generated e-content using Google PPT.
- True narratives by students.
- Peer Group learning.
- Mushroom Cultivation
- Food processing & product development
- Apparel Production
- Community nutrition camp

File Description	Documents
Upload any additional information	View File
Link for additional information	http://unitywomenscollege.ac.in/wp-content/uploads/2022/01/2.3.1.A.pdf

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

2.3.2 Teachers use ICT enabled tools for effective teaching-

learning process:

The college, as an arts and science college, promotes the intensive use of ICT-enabled tools, including online resources, for effective teaching and learning processes. Out of 62 teachers, all teachers of the college are using ICT tools and resources available on its campuses; they used LCD Projectors, Tabs, Google quiz, Multimedia Projectors, Public address system, Document camera, Computers, Laptop, Wifi, LAN connected system and e-learning technology. There are 17 ICT enabled classroom in campus, 4 in Department of Botany, 2 in department of FCS, 1 in Department of Mathematics, 2 in Department of English, 2 in Department of History and 1 in Department of Chemistry. The laboratories, Seminar Halls, Auditorium, IQAC Conference Room and other Conference Room are well equipped with ICT facilities. In all there are 17 Lab and Seminar Halls. 100% staff are using ICT techniques in college including power point presentations. Special lectures and technical talk are also arranged by inviting experts from industry. Library also offers a wide range of e-resources. The ICT tools include Desktop and laptops, Projector, Digital cameras, Printer, Photocopier, Pen Drive, Tabs, Scanners, Microphones, interactive white board, DVDs and CDs.

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

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

2.3.3.1 - Number of mentors

56

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

74

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

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

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

17

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

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

2.4.3.1 - Total experience of full-time teachers

540

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

Continuous internal evaluation system is primarily designed following the university regulations approved by the Board of Studies of concerned departments. The objectives stipulated are generally achieved through the modes stipulated by the University. Besides the academic calendar and the University regulations, departments have a tentative schedule for the internal exams that are not centrally organised, considering the distinctive nature of certain subjects and syllabi.

Inorder to ensure transparency in internal assessment, the system is communicated withthe students well in time. Since the conduct of internal assesments were online during the pandemic, continuous evaluation was done through online mode. Seminars of the concerned subjects were conducted using PPTson Google meet. Multiple choice-based question paper was set with time properties besides the multiple pathwaysfor different modes of assessment; descriptive essays were scanned and uploaded on Google classrooms, use of WhatsApp, Google classroom, recording presentations, group discussions, group presentations, Google slides, online live presentations, etc. Changing this single mode assessment helped students use a wide range of ways for the purpose, making assessment as realistic as possible including conducting offline assessments by bringing in different batches to the college by scheduling college buses avoiding the overcrowding of the students.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

The college has a well organised mechanism for redressal of examination related grievances. If a student is not able to appear for the examinations due to medical or any other genuine reason, examination is conducted for that student provided she submits the request with proper documents, approved by the respective departments.

The College has addressed the grievances of the students related with the conduct of online examinations since a few numbers of students have net connectivity related issues. The aforementioned students have to report their issues to the concerned tutor, and the tutor will forward the grievance to the grievance redressal cell of the college through the head of the departments. The grievance redressal cell after consultation with the examination committee has addressed the issue by arranging special internal tests for the concerned students. Incidents where online google form submission became a challenge, multiple pathways were offered to make assessment as realistic as possible including conducting offline assessments by bringing in different batches .

The marks are published online. The grievances are resolved by analysing student performance in their presence . Before university upload, signatures are procured from all students to ensure transparency and develop trust in the system

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	http://unitywomenscollege.ac.in/wp-content/uploads/2022/01/Grievance-and-Redressell-Committee.pdf

2.6 - Student Performance and Learning Outcomes

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

All curricular and extracurricular events in the institution are tuned to meet the course outcomes specified for all programmes at the undergraduate and post graduate levels. Right from the induction phase, students are given clear picture of the course and programme objectives through systematically organized orientation programmes. Visibility of the programme and course

outcome statements is ensured by displays in front of all departments, as laminated references in all classrooms, and is also made available in the college website for anytime access. All departments have bound copies of the course objectives of all programmes, serving as an all time, quick reference for both staff and students, helping to align the classroom instruction, assignments, assessments and innovative approaches to teaching, including interdisciplinary ties. Within classrooms, all teachers communicate this objective regularly framing the basis of teaching and learning strategies. The extracurricular activities organized by the various departments are extensions of the course objectives, which create opportunities for experiential learning, helping personal development and growth. Through various cells like NSS, Research Club, Women Cell etc. students and teachers gain opportunities to interact with resource persons who represent various domains , through which the result of attaining specific outcomes is also made evident.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://unitywomenscollege.ac.in/wp-content/uploads/2020/12/POs-PSOs-COs-2019Onwards.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Formal assessments for all courses are conducted as per university norms which is a reflection of student attainment of the various outcomes. Ongoing assessments conducted by each department are varied in keeping with the programme and course specific outcomes. Practical and laboratory assessments are significant ways of assessing the attainments for science stream, including special practices like cottage week (residence stay) for Family and Community Science students, management events for commerce stream and poly house farming, mushroom cultivation, apiculture etc. for Botany students. Practical assessments from FCS department included assessing students' ability/ skill/ creativity in menu planning for different age groups, and disease conditions which helps to achieve long term goals. Garment construction and surface ornamentation are also assessed through application skills. Collaborative endeavours and exhibitions by

various departments like Chemistry and FCS provide clear reflections of student attainments. (Training at Rubber Board, exhibitions and sales conducted by FCS department). OJT (On the Job Training) opportunities to students for hands-on education and training related to their fields of interest is another very significant way of ensuring attainment of CO and Programme outcomes. Field trip, projects, case study, IT training, Visit of Job sites etc are regularly implemented by teaching departments.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://unitywomenscollege.ac.in/wp-content/uploads/2022/01/2.6.2.B.pdf

2.6.3 - Pass percentage of Students during the year

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

329

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://www.unitywomenscollege.ac.in/wp-content/uploads/2022/05/ANNUAL-REPORT-2020-2021.pdf

2.7 - Student Satisfaction Survey

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

<http://unitywomenscollege.ac.in/wp->

<content/uploads/2022/01/Students-Satisfaction-Survey-2021.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

2 Lakhs

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

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

3.1.2.1 - Number of teachers recognized as research guides

3

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

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

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

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	http://unitywomenscollege.ac.in/wp-content/uploads/2022/01/3.1.1.1-E-Copy.pdf

3.2 - Innovation Ecosystem

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

Innovative Eco system

The college has established an innovative ecosystem for teaching-learning and evaluation envisaging the holistic development of learners during the Pandemic. Through these initiatives the college ensured that the lack of physical environment has not affected the quality of teaching, learning and evaluation process. The college has the following initiatives and strategies.

1. Digital Studio

The college has established a full-fledged digital studio in collaboration with European Union with a cost of 29 lakhs so as to facilitate E-content modules. The teachers were encouraged to develop the teaching, learning resources and they were given training.

2. Interactive Panel

The college has installed an advanced interactive board at college multimedia room with the financial support of PTA. The teachers of various departments have used the board to engage live sessions and to record the classes so as to share with the students.

3. G Suit & Zoom

The college has purchased the online platforms G Suit and Zoom to

organize Online Conferences, webinars, collaborative sessions, invited lectures and cultural activities.

4. Strategies for Online Evaluation System

In order to ensure a fault free evaluation systems in the changed environment, the college introduced strategies for online evaluation system.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

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

45

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

3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	http://unitywomenscollege.ac.in/wp-content/uploads/2022/01/3.1.1.1-E-Copy.pdf
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

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

24

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

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

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

16

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

3.4 - Extension Activities

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

The NSS Units(008 & 171) carried out the following activities

Adukkalathottam

The initiative has aimed to sensitise the students and the community about organic farming so as to make the stakeholders self-reliant and also to encourage organic farming.

Palliative Care Day Fund Collection

The NSS Volunteers participated in the fund collection on the Palliative Care Day

Pollution Control-Awareness Programme

The awareness programme aimed to sensitise the community about the relevance of a sustainable environment .

Old Age Home and Care Centre Visits

The visits helped the students to have better interaction with the community and to make them aware of caring for the differently abled and old age people.

Tree Plantation on World Environmental Day

106 cadets of NCC engaged in tree plantation in their homes and neighbourhood sensitising the significance of forestation

Anti-Drug Plays

6 Short plays have been made by the NCC cadets against drug abuse and shared the same through social media platforms like Whatsapp and Instagram on 26th June

Effective Parenting in the Pandemic Era

The Department of English has organised an online session on 'Effective Parenting in the Pandemic Era' for parents of the first year Undergraduate students of the college and the nearby colleges.

File Description	Documents
Paste link for additional information	http://unitywomenscollege.ac.in/wp-content/uploads/2022/01/3.4.1.docx
Upload any additional information	View File

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

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

3

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

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

120

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

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

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

1500

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

3.5 - Collaboration

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

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

20

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

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

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

6

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college has requisite number of class rooms of which some are spacious enough to carry out general classes and association activities. Every Department has at least one ICT enabled class room with LCD projector and LAN. The college has a multimedia studio as a part of MIELES Project and a central computer lab to ensure computer literacy and internet access to the students. The Central Library of the College is replete with large number of career guidance books, research journals, publications and network resource centre. All departments have computers with internet connection. The college has reprographic facilities both at the College Library and the Staff Co-operative store. The Departments of Chemistry and Botany have separate labs for UG, PG and research, Chemistry department has a separate lab for physical chemistry, Physics, Zoology and Psychology departments have well equipped laboratories, Family and Community Science department has a Textile Lab, Nutrition Lab and Bio-Chemistry Lab and Computer Science Department has a good IT lab. The main auditorium and four conference halls, one with multimedia facilities are used for academic programmes. Main departments have their own individual department library with subject specific books. The college has a hall exclusively for conducting examinations.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://unitywomenscollege.ac.in/wp-content/uploads/2022/01/4.1.1.docx

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

The institution has taken keen interest in promoting and encouraging the involvement of the students in co-curricular activities- sports and physical fitness, games, cultural activities- since its inception. The institution organizes arts festival, sports and athletic meets, intercollegiate cultural fests in every academic year recognizing the significance of the overall development of the students. Separate registers are used for the booking and entry of indoor stadium, seminar halls, multi utility space etc. The institution has given charge to a faculty member to allocate auditorium, seminar halls and multi-utility rooms for conducting various programmes. There is a Recreation Hall in the hostel to promote co- curricular activities of the inmates. The institution has following facilities in the campus:

SI No.

Facility

Area

1

Football Court

5525 sq.m

2

Auditorium

420 sq.m

3

Non Resident Students' Centre

54 sq.m

4

Staff Recreation Centre

64 sq.m

5

Fitness Centre (Inside Indoor Stadium)

24 sq.m

6

Auditorium cum Exam Hall

200 sq.m

7

Conference Hall

141.5 sq.m

8

Multi Utility Space

273 sq.m

9

Netball Court

450 sq.m

10

Indoor Stadium (Multi purpose) with Multiple Badminton Courts and
Taekwondo Centre)

540 sq.m

11

Seminar Hall (AB07)
77 sq.m
12
Open Fitness Centre
90 sq.m

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://unitywomenscollege.ac.in/sports-fitness/ , https://unitywomenscollege.ac.in/meeting-places/ , https://unitywomenscollege.ac.in/meeting-places/

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

18

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.youtube.com/watch?v=H0EHRftlwHQ&feature=youtu.be
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

123.67000

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The college Library named, Shihab Thangal Library and Information Centre, is working on a separate multi facility building with area of 464.5 sq.m (5000 square feet). The library has a collection of 21071 volumes and subscribes 86 periodicals every year. The library advisory committee (Library Council) takes decision on each and every activity of library. The library is fully automated with standard library software named Book Magic. Books are arranged on the shelves according to Dewey Decimal Classification (DDC). The library offers Online Public Access Catalogue (OPAC) - a computerized catalogue service which is provided to locate the documents available in the library quickly. The OPAC is a module of Book Magic Software, which was installed in the academic year 2002-2003 and updated in 2006. Students can renew a book using their password through OPAC. The library has a wide repository of books, journals, CDs, newspapers, e-resources, previous year question papers, etc. Specialized services provided by library include information deployment and notification, photo copying facility, e-library solution search, Reservation of books, INFLIBNET, N-LIST Programme, Book bank scheme. Readers Forum, an initiative of the college Library, is an active forum and organizes events to promote reading habit among teachers and students

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://library.unitywomenscollege.in/index.html

4.2.2 - The institution has subscription for

A. Any 4 or more of the above

the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

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

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

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

1.90175

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

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

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

194

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

4.3 - IT Infrastructure

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

The campus is Wi- fi enabled with 50 MBPS since 2019, the facility of which can be accessed by all classrooms. The Main Departments have at least two classrooms with LCD projectors. The computer Science UG Lab has about Forty-eight computers and PG Lab has twenty-four computers, with internet facilities. Every UG department is provided with one Desktop, printer, laptop, and one portable projector and PG departments have two portable projectors. College cooperative store has one computer with internet facility, two Photostat printer and a colour printer for meeting the academic requirements of students. The College Resource Centre has twenty computers with internet facility which are accessible to the students, three computers with ILMS software for accessing the catalogues and for signing in. There are two printers, a scanner and a Photostat machine in the library. In addition, the institution has three common portable projectors which are accessible to the department at any time. The college has established a Digital Studio in 2019 for facilitating video content development. It has a server, a digital camera, a conferencing camera, two desktops with software installed for editing. Interactive whiteboards have been installed in the smart classrooms, Conference Halls and the Digital studio.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://unitywomenscollege.ac.in/ict-facilities/#project-hub

4.3.2 - Number of Computers

158

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

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

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

51.315

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

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

.The Governing Body supervises the maintenance and upkeep of infrastructure and support facilities in consultation with the IQAC and staff. Issues related to the infrastructural maintenance are registered with the office superintendent through a log book. Lab equipment is strictly inspected by the staff and lab assistants concerned before the examinations. Users register is also maintained. The backup to the equipment, in case of power failure is met through two diesel generators with capacities of 125KVA and 15 KVA respectively. The college has 1KV solar power panel. The Vice Principal oversees the proper maintenance of the class room furniture, equipment and ICT tools. The System Administrator supervises the maintenance of the computer systems and the Central Computer Lab. The Teacher of Physical Education takes care of the sports amenities. The maintenance of the courts is done on time. The Department of English monitors the utilization of the language lab facility with proper register.

Library rules are strictly followed for the maintenance and utilization of library resources. Periodicals are lent on a day to day basis and books for 14 days. The Coordinator of MIELES project oversees the maintenance of the Studio and a register has been maintained for its smooth functioning.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.unitywomenscollege.ac.in/wp-content/uploads/2020/11/Maintenance-Procedures-and-Policies.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1674

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

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

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

91

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

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

File Description	Documents
Link to Institutional website	http://unitywomenscollege.ac.in/wp-content/uploads/2022/01/5.1.3.A-web-link.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

354

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

354

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

5.1.5 - The Institution has a transparent	A. All of the above
--	----------------------------

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

88

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

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

5.2.2.1 - Number of outgoing student progression to higher education

352

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

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

68

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

5

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

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

The college union election was not held during the academic year due to covid restrictions and the college union of 2019-20 continued their functioning. Union members, Association Secretaries and the Teachers actively involved in organizing the online events. The clubs in the college like., Arts club, Sports club, Science club etc., that were formed to motivate students to engage in curricular and cocurricular activities organized different activities. Students' representation is ensured in committees like Grievance Redressal Cell, Canteen Committee, College Cooperative Society, Tourism Club, Film Club etc. Annual sport meet was conducted following Covid-19 protocol in different days. Students Help desk was constituted to assist students and parents during the first-year admission process along with the function of monitoring pandemic protocol. EBSB club in collaboration with Himachal Pradesh conducted cultural exchange programme through food fest of their cuisines and performance of their dance form in the campus and the club has also made and shared a video on the cultural essence of Kerala. Grievance Redressal Cell has addressed grievances related to online classes and resolved them, holding stakeholders' meetings. Students had been active in the various NCC and NSS activities and initiatives. SQAC also helped in coordinating IQAC initiatives.

File Description	Documents
Paste link for additional information	http://unitywomenscollege.ac.in/wp-content/uploads/2022/01/5.3.2-link.pdf
Upload any additional information	View File

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

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

102

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

5.4 - Alumni Engagement

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

Unity College Alumni Association (UCAA)

The Alumni Association of Korambayil Ahamed Haji Memorial Unity Women's College, Manjeri (UCAA) has been functioning since 1995. It was formed with a noble motive of maintaining the rapport and warmth in relationship between the former students and the institution intact and to channelize the alumnae resources creatively and effectively for the growth and development of the institution and its stakeholders. The alumni members meet for an annual get-together every year with their spouse and children. It is a registered society with the registration number MPM/CA/157/2019 and every outgoing student gets enrolled to the UCAA. UCAA creatively intervenes in the curricular and co-

curricular aspects of the college too. We have an active Facebook page which helps the alumni to get regular updates about the various programmes that the college organises and it also acts as an active interface for communication between institution, alumni and staff. Our alumni hold key positions in various organisations, professional fields and entrepreneurial sectors. They also act as a source for identifying resource persons for numerous technical sessions for alumnae lecture series. Financial support for college, UCAA scholarships, UCAA sponsorships and free ships are some major initiatives of UCAA during 2020-21.

File Description	Documents
Paste link for additional information	http://unitywomenscollege.ac.in/wp-content/uploads/2022/01/5.4.1.A.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

D. 1 Lakhs - 3Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The College was established in 1991 by MECA - a registered society. It was the only aided, multi-faculty Women's College in Malappuram District at the time of establishment. The institution aims the multifaceted upliftment of women through modern good quality higher education. The general management of the College is vested in the Governing Body. The principal is assisted by the IQAC, Heads of the Departments, Staff Council and other functional committees. The principal is the chief executive officer, the Chairman of the Staff Council, IQAC, Anti-ragging Cell, Disciplinary Committee, and Ethics Committee. He consults the Management, Staff Council and other committees. Each

department works under the direction of the Head of Department who prepares action plans and divides the duties among teachers. She/he also reviews teacher's dairy and internal examinations. Moreover, Head submits various reports to the principal and IQAC at the end of each academic year. The Class Tutors ensure the holistic development of each learner. Principal discharges duties in a democratic way delegating them to Heads of Departments, the Superintendent and the Directors of the different committees. The IQAC, DQAC and SQAC function effectively to help the principal to enhance and sustain a culture of quality and excellence.

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

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

The management of the college has adopted a decentralized and participative style of functioning under which day to day governance is administered through committee-based decisions. Representation of faculties has been made in various committees namely College Development Committee, IQAC, Staff Council, Anti ragging Cell, Research Cell, Women Cell, Grievance Redressal Cell, N.C.C, N.S.S., Discipline Committee, Counselling and Career Guidance, Website committee, Admission committee etc, to provide necessary inputs so that the decisions and recommendations arrived at such deliberations and meetings are converted into solid actions. Every year, the composition of different committees is changed to ensure a uniform exposure of duties for academic and professional development of faculty members. The management encourages the faculties, students and non-teaching staff, alumnae and parents to share their ideas through the proper channel. The management of the college ensures periodical review meetings of various committees for bringing improvement in the governance of the college activities, and the also monitored and brought substantial needy improvements. The recommendations and reports of these internal committees are frequently monitored by the Principal and the Management for further implementations. Various cells, forums, platforms, clubs etc work in the college to ensure quality in teaching, learning and evaluation.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The major recommendations during the third cycle of accreditation by NAAC in the year 2019 were related to research activities, day care centre, laboratory infra-structure and improvement of functional MOUs. As part of this, the institution motivated faculties and students to engage in research activities. Three faculties had been awarded Ph. D during 2020-21. Moreover, twelve permanent faculties and five guest faculties have been doing Ph. D. Three faculties have been working as research guides. In 2020-21, different departments of our college published research related national and international books and proceedings with ISBN. Dr. Muhammed Basheer Ummathur, Head, PG Department of Chemistry published an edited book titled "Trends in Sustainable Chemistry", ISBN 978-93-5457-774-1. PG Department of Commerce published Proceedings on "Islamic Banking". Many of the faculties have published research articles in various national and international journals and proceedings and presented research papers in the national and international webinars and many have served as resource persons for various sessions too. Various departments conducted research related webinars, talks, workshops and conferences. Research Club of P. G Department of English in collaboration with History department organized nine Online Inter/National Interdisciplinary Lecture Series on different topics to share maximum knowledge to enhance research activities.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://unitywomenscollege.ac.in/wp-content/uploads/2022/01/6.2.1.B.pdf
Upload any additional information	View File

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

KAHM Unity Women's College was established in 1991 and is running by MECA. The institution aims the upliftment of women in general and the educationally backward Muslim women in particular, through modern good quality education. The College has creditable academic as well as co-curricular accomplishments. The general management of the College is vested in the College Governing Body. The principal is assisted by the IQAC, Heads of Departments, Staff Council and other functional committees. The principal, the chief executive officer, is the Chairman of the Staff Council, IQAC, Anti-ragging Cell, Disciplinary Committee, Ethics Committee and many such bodies. Each department works under the direction of the Head of Department. The head is preparing the time table and divides the courses among teachers. He also does the review of teacher's dairy and internal examination. Moreover, she/he submit various reports to the principal and IQAC. The Class Tutors take care of each learner. According to the statutes of the University of Calicut, the institution formed the staff council as a statutory body. It consists the Principal, Heads of Departments and two elected representatives from the teaching staff. The institution has a stated quality policy which well described in its vision and mission.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	http://unitywomenscollege.ac.in/wp-content/uploads/2022/01/6.2.2.C.pdf
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user inter faces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The Physical education department supervises an Indoor Stadium and a fitness centre for the staff to ensure their health and well-being. First aid appliances - are maintained by the Student's Dean and provided to students on need base. Co-operative Society runs a Co-operative Store. Credit Society, directed and managed by the staff, provides various services. Sufficient numbers of urinals for the staff and the students are functioning well in the campus and are properly maintained, Canteen with ramp facilities, Wash areas, ladies' room, drinking water facilities, Internet, Security, Library and Network resource centre, residential facility for staff and students, parking facility, Baby care centre, biometric punching, etc are some facilities for healthy and secure campus life for its stakeholders. Staff club of teaching and non- teaching staff create a healthy and harmonious atmosphere for bringing

collegiality in the workplace. The teaching and non- teaching staff get statutory benefits. Employees can avail maternity or paternity leaves and other leaves and special. Medical reimbursement Scheme refunds the medical expenditure of employees and their dependents as per Government rules. There is a Women's grievance redressal cell for addressing complaints regarding sexual harassment. The entire staff is covered under the Group Insurance Scheme (GIS).

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

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

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

4

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

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

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

21

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

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

The students are provided with an opportunity to evaluate the performance of the teachers in every academic year. As per the procedures stipulated by the IQAC, the HODs evaluate the performance of the teachers in the Department by distributing

questionnaires to the students. The Heads of the Departments collect and hand over the filled-up questionnaire to the principal. The performance of the Heads of the Departments is assessed by the principal solely. The Principal and Manager analyse the evaluation report and meets the teachers in person to give proper feedback and to suggest corrective measures.

It is mandatory for teachers to submit the duly filled self-appraisal form where she/ he furnishes details of involvement in institutional activities along with contribution to academic field. The teacher submits the form to the HOD who transfers it to the IQAC.

The Teachers Diary is also an assessment mechanism, evaluated periodically by the HODs, IQAC Co-ordinator and the Principal.

Academic audit aims to monitor the academic plan and semester plan prepared at the beginning of the year and semester. The performance of the non-teaching staff is assessed on the basis of self-appraisal form that they prepare annually under the guidance of the Superintendent

File Description	Documents
Paste link for additional information	http://unitywomenscollege.ac.in/wp-content/uploads/2022/06/Academic-audit-20-21-Dept-.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The institution conducts internal and external audits for both government and non-government funds in every year

Audit of the Grants & funds sanctioned by the Government /UGC

The institution submits income and expenditure statements of

projects and funds with supporting documents to a qualified Chartered Accountant for verification and audit certificate. The audit report and utilization certificates received thus are then submitted to the authorities concerned.

The audit wing of the government from the Department of Education visits the college periodically and inspects all the files related to the public accounts. Corrections and clarifications, if any, are settled in the final account.

The Accountant General, Kerala, also conducts audit periodically and suggests inputs and remedies in the audit report. The institution takes corrective measures if needed and provide clarifications as audit reply.

After completion of each project, statements of accounts are prepared by the staff concerned and submit it to the Principal. Two members of the Management Committee act as Internal Auditors for the management expenditure. The internal audit report then gets submitted to the external auditor. Mr. Raziq Ahmed F.C.A of P.A Hameed & Associates, Chartered Accountant, Calicut, is appointed for the external audit for the Management account.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

58. 70834

File Description	Documents
Annual statements of accounts	View File
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The institution has a well-functioning mechanism for mobilization of funds and optimum utilization of resources. All the strategies regarding resource allocation and its optimal utilization, and decisions concerning the same are taken by the planning board, constituted by the governing body. The planning board assesses, supervises and implements the fund-raising activities of the college. The committee assesses the requirements of all departments and forums, and fund is allocated accordingly. The purchase committee constituted by the Principal monitors all the purchases related with the college.

The major sources of fund for the college are

- UGC,RUSA
- Management funds
- Donations from Philanthropists
- income through self financing courses
- Grant-in-aid for salary of staffs
- Scholarships
- PTA
- Contribution from teachers
- Contribution of Alumni
- Income from Rubber plantation
- Profit from the college co-operative store.

Government funds from various bodies are used for upgrading infrastructural facilities, for innovative programmes, seminars, workshops and for purpose of mentoring selected students. RUSA fund is used for constructing building in the college campus. Management fund is used for developmental needs, maintenance of the institution, salary of self-financing staffs and for various daily activities of the college. PTA funds are used for providing scholarships, infrastructure developments, arranging

transportation facilities for students and teachers.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

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

The Covid pandemic caused multifaceted challenges and IQAC of the college carefully evaluated the central concerns pertinent to the academic scenario such as the adaptability factor, optimum use of digital tools for teaching, learning and evaluation, providing infrastructure facilities and training sessions for the optimal result in the transformed educational context. The institution with the support of IQAC provided rigorous training sessions to the teachers to make them equipped with better skills to handle digital classrooms. As a response to the requests received from different departments, each department was given autonomy to a great extent to decide online platform such as Google Meet, Zoom, Google Classroom, Facebook and Teach Mint. The faculty members were directed by IQAC to collect feedbacks from the students and to identify the best among the platforms for the maximum benefit of the students.

Under the direction and guidance of IQAC, along with IQAC, various departments of the college organized IPR Seminars so as to ensure the quality of research for the welfare of the institution and individuals. As a continuation of this quality ensuring move, the institution has organized the formal inauguration of the Official Publishing Platform, Unity College Publications, on 18th January 2021.

File Description	Documents
Paste link for additional information	http://unitywomenscollege.ac.in/wp-content/uploads/2022/06/Academic-audit-20-21-Dept-.pdf
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

IQAC of the College insisted on the regular recording of teaching learning activities through the Teachers' Diary. Each department has to prepare an academic calendar for the quality conduct of academic activities. The faculty members are asked to follow the semester plan prepared and submitted by them meticulously. Periodical verification and review of the sustainable process was done by IQAC based on the data provided by the faculty members. IQAC also collected feedback from the students and shared it with the teachers concerned. The teachers are directed to develop content for the LMS of the college. Academic audit conducted during the year is an impactful instance of IQAC's review process to validate the incremental progress in academic activities of the teaching departments of the college. IQAC provided fruitful guidance for the improvement of teaching and learning activities based on the SWOT analysis. In order to promote research, a set of plans were devised as per IQAC proposal. The IQAC has encouraged both teachers and students to engage in academic publications under the college public division. Moreover, a major decision was made by the initiation of IQAC to provide seed money for publication of books, thesis etc. by the faculty members.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC);

B. Any 3 of the above

Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	https://www.unitywomenscollege.ac.in/wp-content/uploads/2022/05/ANNUAL-REPORT-2020-2021.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Strictly adhering to our mission "empowering women" the institution takes most care in ensuring safety, security, mental and physical enrichment to our students through various curricular and extracurricular initiatives. The question of gender equity in a women-only campus though does not come in the direct purview, considering the significant influence of a campus life in moulding attitudes and perceptions regarding community living, we ensure that our students develop right insights about their equal position with men in the society through awareness programmes and involvement in activities that allows them to inculcate the sense of gender equity. Offering various orientation sessions, webinars, discussions, debates, workshops, media collaborations, dramatization and movie screening connected to gender issues helps to keep students aware of the issues, educate them of the methods to tackle it. Considering the emotional challenges before the adolescents joining the campus, and the level of distractions at hand in this digital era we have cautiously devised methods for catering to their emotional well-

being. The Mentor-Mentee system, Association gatherings, Grievance Redressal Cell, and the Counselling sessions, NSS, NCC, Women Cell, EBSB Club, Electoral Literacy Club etc., provide space for students to open up and find solutions, thereby adding to their emotional health.

File Description	Documents
Annual gender sensitization action plan	http://unitywomenscollege.ac.in/wp-content/uploads/2021/12/7.1.1-A-.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://unitywomenscollege.ac.in/wp-content/uploads/2021/12/FACILITIES-FOR-WOMEN-IN-THE-CAMPUS.pdf

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

A. 4 or All of the above

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

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

Solid Waste Management

The initiatives taken by the college during last year under Swatch Bharat Abhiyan to ban plastic is continued during 2020-21. The use of steel plates, the three incinerators kept in the college premises and the one constructed for large quantity waste disposal and leaf composters are functional. As a result, ready mulch and compost would be available for use on-site in flower beds, potted plants etc. As a new initiative by Department of

Chemistry, PAPIER, is introduced to collect and recycle the papers.

Liquid waste management

In order to manage sewage waste and cafeteria effluent waste, waste water management Canals, outlets and waste pits are constructed. Waste water management is successfully maintained in the hostel by channelizing waste water to the water treatment pit. The water is processed through the second pit thus resulting in filtered and purified water to be collected in the third pit. A standard operating system is maintained for handling hazardous waste water from labs too.

E-waste management

The E-Waste management introduced in our college adopts the three R policy of Reduce, Reuse and Recycle. Mother board, Compact discs, Printers etc. in damaged conditions are either recycled or sold using buy back options.

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

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

A. Any 4 or all of the above

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

7.1.5 - Green campus initiatives include

<p>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</p> <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping 	<p>A. Any 4 or All of the above</p>
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File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

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

<p>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology</p>	<p>A. Any 4 or all of the above</p>
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and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information :
Human assistance, reader, scribe, soft copies of reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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

We stand for "Unity in Diversity", by which students are taught to appreciate various religions, languages, and cultures. We greet and wish each other during various festivals and invite each other to a feast to learn diverse cultures, as an effort to foster friendly relationships and promote religious, social, and communal harmony in the college in particular and among the society in general. These have aided us in creating an inclusive and welcoming environment at the campus. In order to preserve a culturally diverse and harmonious environment in the campus, the college community makes proactive measures. The efforts are designed to promote high-quality education along with secure economic empowerment for the poor, and to foster communal harmony and tolerance among the stakeholders. We also observed various worldwide and national days such as World Environment Day, International Women's Day, International Week for the Deaf, World Heart Day, Reading day and World Food Day. EBSB Club of our institution was keen in conducting diverse activities that enriched the vision of national integration and celebration of cultural diversity. "Share and Care", the initiative by the institution for the promotion of charity activities, act as a platform for catering empathy and compassion among the stakeholders.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

KAHM Unity Women's College takes pride in the fact that apart from preparing a sound academic foundation for the student community; the college constantly works upon developing them as responsible citizens of the nation. In this regard, the institute, apart from imparting professional education, inculcates a feeling of oneness among the student community through various practices and programs. Faculties have always been in the practice of organising activities that not only initiate but also motivate the students to adopt various values that promote the "Unity in Diversity" of our motherland. The College ensures that the students participate very enthusiastically in all such activities. Since the last five years, the college has done a meticulous effort in increasing the sense of responsibility and providing awareness on the duties of a citizen through various effective practices amongst the students. Each department and club in the college have conducted different programs to inculcate constitutional values and responsibilities among the student community. The college always ensures that various activities that are directly as well as indirectly connected with promoting awareness on the prominence on national days and symbols are being conducted. Independence Day and republic day and other national days are also celebrated

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://unitywomenscollege.ac.in/wp-content/uploads/2021/12/Criteria-7.1.9.A.pdf
Any other relevant information	http://unitywomenscollege.ac.in/wp-content/uploads/2021/12/Criteria-7.1.9.A.pdf

7.1.10 - The Institution has a prescribed code | A. All of the above

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

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

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

Our Institution celebrates international commemorative days, events and festivals. Observing the National days and festivals are significant for promoting Nationalism and patriotism among the citizens of the country. These celebrations are needed for the preservation of the unity, peace and integration. Similarly observance of International days promotes better understanding and cooperation between Nations. Those celebrations plays a vital role in uniting people of our mother Earth. Our Institute celebrate these important days with great enthusiasm. Following are the various programs that the college organized during the 2020-21 academic year

1. World Environment Day (05 June)
2. International Day Against Child Labour(12 June)
3. National Reading Day (19 June)
4. International Yoga Day (21 June)
5. International Day against Drug Abuse (26 June)
6. World Breastfeeding Week Celebration (1- 7 Aug)
7. Aatma Nirbar Bharath Awareness (1-15 Aug)

8. Independence Day Celebration (15 Aug)
9. Fit India Movement (2 Oct)
10. National Nutrition Month Celebration (Sept)
11. World Heart Day Celebration (29 Sept)
12. The International Week of the Deaf(30 Sept)
13. Gandhi Jayanti Day(2 Oct)
14. Palliative Day Observation(08 Oct)
15. World Food Day Celebration(16 Oct)
16. Kerala Formation Day(1 Nov)
17. Ek Bhart Shrestha Bharat (2020-21)
18. Indian Constitution Day(24 Nov)
19. Republic Day Observation(26 Jan)
20. International Women's Day (8 March)
21. World Health Day Observation (7 April)

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

BEST PRACTICE- 1

Title of the Practice: Green Cultural Initiatives in the Campus

Objective of the Practice: Green Culture initiatives of the institution are meant to create awareness among the younger generation of the disastrous consequences of climatic change due to human intervention in natural resource depletion, to promote sustainable development and to decipher methods to tackle the ongoing situation and avoid further catastrophe.

Practice: The following are the methods adopted to tackle depletion and gear up sustainable development practices -

- Rain water harvesting .
- Open Well Recharging System
- Solar panels for electricity
- Maintenance of an Aquatic Bio Park and Bio Diversity Park
- Insecticide free Poly House Farming
- Mushroom cultivation workshop
- Vermicomposting
- Labelling of plant species with QR coding
- Birds feeding centre is maintained to attract birds
- The campus is made Plastic free.campus
- Restricted entry for vehicles is practiced
- Proper waste management in campus and the hostel.

BEST PRACTICE - 2

Title of the practice: Organic Mushroom Farming

Objective of the practice: This is a project managed and supervised by the Department of Botany as part of the Community Outreach Programme.

Practice: A mushroom shed is set up and maintained in the campus where the mushroom beds are scientifically grown.

File Description	Documents
Best practices in the Institutional website	http://unitywomenscollege.ac.in/wp-content/uploads/2022/01/7.2.-BEST-PRACTICE-GREEN-INITIATIVES.pdf
Any other relevant information	https://unitywomenscollege.ac.in/facilitie-s-9/

7.3 - Institutional Distinctiveness

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

Upskilling women through skill enhancement is one of our prime focuses. The following activities were undertaken by the

institution for the same.

- Life skill trainings like wellness sessions including yoga and health club, soft skill enhancement trainings and communicational skill development sessions.
- Job skill trainings like entrepreneurial development training, On-the-Job trainings, Computer programming using C-Language, Mushroom cultivation and organic farming, introduction to Modern Agricultural Technology, making household goods from rubber latex, Earning with Math Talent, Magic in Minutes and Surface ornamentation are provided to enhance independence through self-employment.
- Social and emotional skills of the students are enhanced by various Clubs. Electoral Literacy Club offers sensitization on electoral rights and the procedure. Debates and discussions in the Reader's forum help in opinion building, public speaking, critical thinking thereby enabling our students to embrace many values of democracy. Tourism and EBSB clubs help to widen their geographical and cultural boundaries and expand their knowledge/thinking horizons.
- Understanding the importance of language skills in the future prospects of our students, we offer language training sessions on languages like Tamil, Kannada, Arabic and Hindi and English.
- organized An FDP on 21st Century teaching Skills to update the faculty on novel teaching skills during pandemic era.

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

7.3.2 - Plan of action for the next academic year

Internal Quality Assurance Cell (IQAC) of the college prepares Annual Action plan for IQAC and gives guidance for all teaching departments, cells, forums , platforms etc., to prepare annual action plan inculcating the values, and fulfilling the vision and mission of the institution. Each year the evaluation of activities is done in the annual iqac meeting and plans for the year is prepared with the help of other committees and cells. For the year 2021-22 IQAC has made plans incorporating the guidelines

of NAAC and envisaging the concepts of NEP 2020 that are summarised as follows:

1. Faculty induction Programme for early career college teachers
2. Faculty development programme for all teaching staff in the college
3. Capacity building programme for non- teaching staff
4. Introduction of a new institutional platform for advanced learners and slow learners.
5. Introduction of a platform for staff for the knowledge sharing in the multidisciplinary way.
6. Collaborative project with local self government.
7. Signing of more MOUs with national and international bodies
8. IPR awareness session for all stakeholders
9. Increase the number of community outreach activities by each department
10. To introduce a well structured LMS for the institution.