



INTERNAL QUALITY ASSURANCE CELL

ANNUAL REPORT 2021 -2022

**KORAMBAYIL AHAMED HAJI MEMORIAL
UNITY WOMEN'S COLLEGE, MANJERI
(P.O) Narukara, Malappuram Dt., Kerala 676 122
(Govt.-aided and Affiliated to University of Calicut)
[Nationally reaccredited by NAAC with 'B++' Grade CGPA 2.77**

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Annual Report 2021 -2022

- **Teachers' Work Diary**

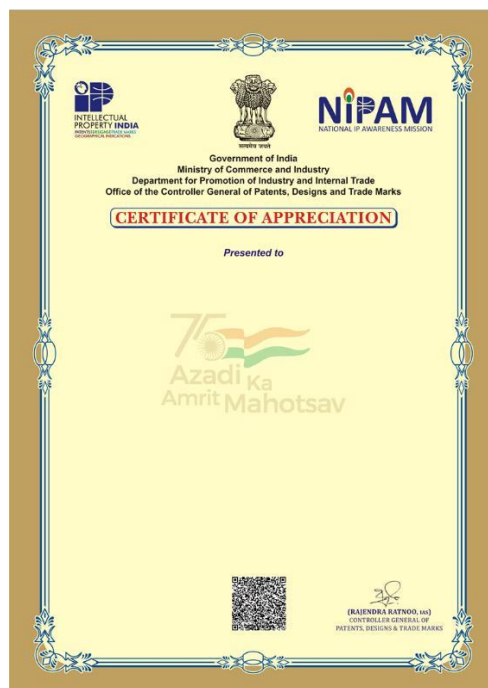
IQAC distributed Teachers' Work diary in the beginning of the academic year. It is a comprehensive record of all academic, professional and co- curricular activities of each faculty member to document time table, semester plan, daily activity, seminar participation and presentation, other FDPs, record of duties performed, examination duties, other co-curricular duties undertaken in the institution and the extension of services and expertise.

- **Tutorial Book**

IQAC distributed tutorial handbook to UG and PG tutors in order to record all the details of each student of the class. This practice helped in developing a thorough idea about the pre requisites, scholastic level, special potentials, need for assistance etc. of each student for the tutor.

- **IPR Online Workshop for 500 Students in Collaboration with Patent Office Chennai:**

IQAC organized national online workshop on **Intellectual Property Rights (IPR)** for 500 students in collaboration with Patent Office Chennai, Govt. of India, in connection with **Azadi Ka Amruth Mahotsav** was held on 17 March 2022. All faculty members and 500 students participated in the session. Principal Dr C Saidalavi inaugurated the workshop. IQAC Coordinator delivered the welcome address. Mr. Anoop from Patent Office served as the resource person.



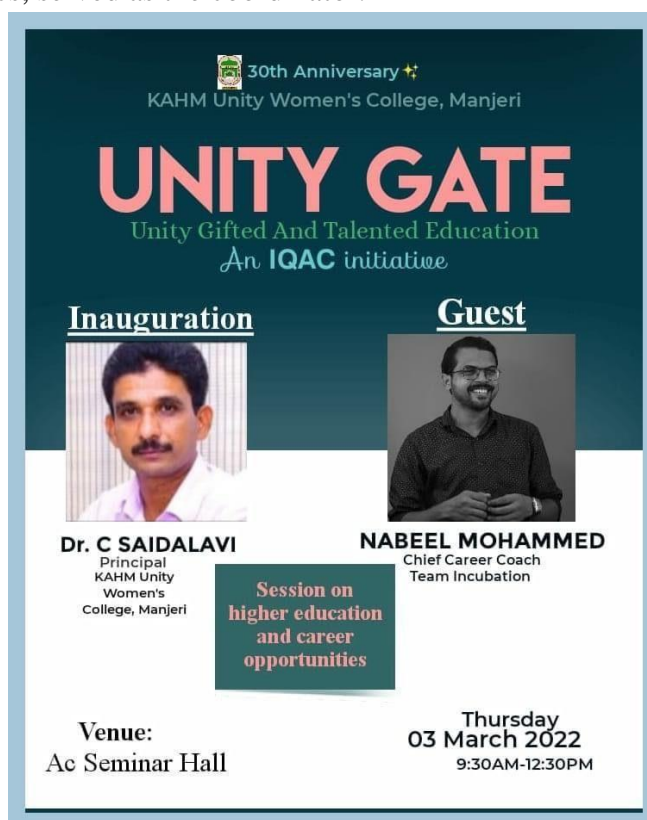
• Bridge Course for First Year UG Students by IQAC

The bridge course for UG programmes - BA English and BSc Botany was held in room AB 05 on 25, 26, 28 October 2021. The course began with an Ice breaking session by Ms. Poornima R, Assistant Professor of English. The session that extended till 11 AM was very lively and enabled interaction among the participants through various tasks and activities performed by the participants. After this warmup was the session to introduce the functioning of the college library. The session was handled by Librarian Mr. Basheer Hussain Thangal. The final session in the forenoon handled by Mr. Muhammedali P, faculty of English and Scholarship coordinator gave awareness about the various scholarships the freshers can apply for in a detailed manner. The sessions in the Afternoon were to introduce the NCC unit functioning in the college and the Tourism club. Lt. Dr. Meeradevi elaborated the matters regarding NCC in a very inspiring manner. The tourism club was introduced by Ms. Reena C. M, the staff coordinator of the club. Each session was concluded with a vote of thanks by the participants.



- **UNITY GATE (Gifted and Talented Education): An IQAC Platform for Advanced Learners:**

A new platform was introduced by IQAC for supporting advanced learners and a session on Higher Education and Career Opportunities, was organized for the select students of different disciplines on 3 March 2022. Mr Nabeel Mohammed, Chief Career Coach of Team Incubation was the resource person of the day. He introduced premier institutes in India. The session was followed by interaction. Principal Dr C Saidalavi inaugurated the programme. IQAC Coordinator Dr Shahina Mol A K delivered the welcome note and she also shared the concept of IQAC platform titled UNITY GATE for gifted students, which is an institutional alternative of WWS, Walk With a Scholar, of the higher education department as the scheme was ended by 2021. 50 students participated in the programme. Dr Bajeel N, faculty of Mathematics, served as the coordinator.



- **One Day National Level Faculty Development Programme for Early Career College Teachers by IQAC**

IQAC organized a **One Day National Level Faculty Development Programme for early career college teachers**, especially of Kerala State, on "Teaching in Higher Education, Research and Professional Development " in collaboration with **Kerala State Higher Education Council** (KSHEC) Thiruvananthapuram on 9 March 2022. There were participants from nine different colleges apart from the host institution. Dr. U. Saidalavi, Principal, Noble College, Manjeri inaugurated the programme. Principal Dr. C. Saidalavi chaired the inaugural session. Dr Noushad PP, Associate Professor, School of Gandhian Studies, handled session on "Recent Trends in Teaching and Learning in Higher Education". In the afternoon session, Dr Anvar Sadhath IQAC Director of the New College, Chennai handled session on "Building a Successful Academic Career".





Internal Quality Assurance Cell
KAHM UNITY WOMEN'S COLLEGE, MANJERI
In Association with
KERALA STATE HIGHER EDUCATION COUNCIL



**ONE DAY NATIONAL LEVEL
 FACULTY INDUCTION PROGRAMME**

**“TEACHING IN HIGHER EDUCATION,
 RESEARCH AND PROFESSIONAL
 DEVELOPMENT”**

9th March 2022 | 9.30. am



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**ONE DAY
 NATIONAL LEVEL
 FACULTY INDUCTION PROGRAMME**
 For Early -Career College Teachers
“TEACHING IN HIGHER EDUCATION, RESEARCH AND PROFESSIONAL DEVELOPMENT”
 9th March 2022 | 9.30. am

Inauguration:
Dr. U. Saidalvi
 Principal, Malabar College of Advanced Studies ,Vengara
 State General Secretary, The Principals' Council.

 session 1 10.30-12.30 Recent Trends In Teaching and Learning in Higher Education	 session 2 1.30-3.30 Building a Successful Academic Career
 Dr. Noushad P P Associate Professor School of Gandhian Thoughts and Development Studies Mahatma Gandhi University, Kottayam	 Dr. Anvar Sadhath Associate Professor of English Director, IQAC The New College, Chennai

**Duty Leave
 Admissible**



- **Five- day Capacity Building Programme for Entire Non-Teaching Staff of the Institution**

IQAC organized five-day capacity building programme for entire non-teaching staff of the institution on “Workplace Professionalism, Ethics and Team Building” in Higher education offices, from 2nd March 2022 to 6th March 2022. Dr. Civy Pulayath, Dr. Shahina Mol A K, and Mr Syriac were the

resource persons for various sessions. Sessions were on effective administration, documentation, NAAC and HEIs, and Team building and professionalism among staff. Principal Dr. C. Saidalavi inaugurated the programme in the session chaired by College Governing Body Vice President, Dr. Muhammedali Korambayil.





- **Proposal to the College Governing Body- 2021-2022**

(Submitted by IQAC to the College Governing Body for Implementation in the Year 2021-2022)

Dr Shahina Mol A K., IQAC coordinator submitted a proposal to the college management on 20th October 2022. The proposal contained various quality initiatives to be undertaken in the institution with respect to each criterion as part of quality sustenance of HEI. Management discussed the proposal in detail in the governing body meeting and in the IQAC meeting held afterwards. Management offered maximum possible support to implement the proposals. The proposal was prepared in consultation with various criterion convenors. Briefing of the proposal was as follows.

Criterion 1

- ❖ Start Vocational training courses
- ❖ Well-developed Moodle
- ❖ Incubation Centre for placement
- ❖ NTA exam coaching Centre



Criterion II

- ❖ More Inservice training for faculty members on quality assurance in higher education.

Criterion III

- ❖ All faculty must register for PhD
- ❖ Collaborative research with Industry and other Institutions through management funding
- ❖ Financial aid for faculty members and students to present papers in international conferences
- ❖ Established PG Dept library

Criterion IV

- ❖ Mini Audio- Visual Seminar Hall for All Departments
- ❖ PG Seminar Hall for PG departments
- ❖ Research hall for Research Departments
- ❖ Student Amenity Centre (Vidhyarthi Bhavan)
- ❖ Ladies' Waiting Room
- ❖ Sound Intranet Facility
- ❖ Open air Theatre
- ❖ Ability Park for the Challenged
- ❖ Parking Area for Staff and Students
- ❖ Guest House
- ❖ NSS House, NCC Bhavan, Alumni Office,

Criterion V

- ❖ More Number of Management Free ships

Criterion VI

- ❖ Total Solution for E governance System and Well-established ERP system.

Criterion VII

- ❖ Display Boards at Various Places on Values of Education and other Core Values of Institution
- ❖ Audits like Energy Audit, Environmental Audit, Quality Audit, Green Audit

- **IQAC & Scholarship Cell Initiative: Increased Number of Management Free ships (Non-Govt. Scholarships)- Submission of the Proposal**

Mr. Muhammedali P, Convenor, Scholarship cell and Dr. Shahina Mol A. K., IQAC Coordinator submitted a proposal to college management in order to to introduce new management free ships and scholarships for students as a new initiative of IQAC. The proposed scholarships come under different heads considering the Qualitative Metrics of IQAC/NAAC. The proposal was as follows:

Category: Research

Best Project Award: Best UG/PG Project award from every department so as to encourage the research skills of the students

Social and leadership Skills

Best Social Worker of the year: The award could be named after the legendary Muslim Woman educationist Fathima Sheikh and the screening committee can nominate a student following all the required procedures



Sports Star of the Year: The award will be given to the student who participate and win maximum number of medals at the college and intercollegiate level

Cultural / Arts Icon of the Year: Sarga Prathibha award for the best performer in the cultural activities and stage events of the college and outside college during the academic year.

Best Reader of the Year Award: This award is instituted to promote reading habits among the students and Readers Forum can device the selection process of the award.

Academic Excellence Award: This award is instituted to encourage students to approach academics with focus and seriousness it deserves.

Details including some more suggestions have been attached herewith

The proposed awards can have attractive and catchy titles and could be implemented in the fond memory of historic figures, preferably women. The fund for the endowments and awards could be arranged through sponsorships of philanthropists and institutions.

Sl No.	Category	Name of the Scholarships/ Award	Details/ Guidelines	No of Awards
1.	Research	Unity Project Awards	In the name of w/o KorambayilAhamed Haji or Hasan Mahmood Kurikkal etc.	17
2.	Leadership	Haleema Beevi Best Student Leader Award	Leadership skills within thecampus activities and beyond	1
3.	Social Extension	Fathima Sheikh best social worker Award	Extension activities with special ref to social service	1
4.	Arts	Unity Sarga Ratna Award	Best student who excels in written	1
5.	Sports	Dhyan Chandh Sports Achiever Award	Best sports achiever of the campus	1
6.	Scientific Invention	Mary Curi Young Science Researcher Award	New scientificproject/ proposals/ papers etc.	1
7.	Social Science Research	Savithri Phule Young Social Researcher Award	New social science projects/ proposals etc.	1
8.	Start Ups	APJ Abdul Kalam Best inventor Award	New startup/ invention etc.	1
9.	Reading	Vaikkom Muhammed Basheer Best Reader Award	Best reader of the campus	1
10.	Environmental Protection	Mayilamma Best Student Environmentalist Award	Environmental activities in andout campus	1
	Orator	C. H. Muhammed Koya Best Orator	Best Orator of the Campus	1



		Award		
12.	NCC	Captain Lakshmbai Best NCC Cadet award	Best NCC cadet	1
13.	Academic Excellence	Maulana Abul Kalam Azad Academic Excellence Award	University topper and academic output in the form of paper presentation, internships participation, workshops etc.	3 (Science/ Commerce/ Arts)

• **One Week Faculty Development Programme on Workplace Professionalism, Ethics and Team Building by IQAC:**

IQAC organized Faculty Orientation Sessions for entire teaching faculty of the institution on Workplace Professionalism, Ethics and Team Building, as a quality Initiative in the HEI, to channelise all faculty members to the quality culture. The programme was held from 2 March 2022 to 7 March 2022. Dr Civy Pulayath and Dr C A Sonny were the resource persons for the workshop. There were different brainstorming sessions, team building sessions, sessions to increase professionalism, sessions on quality culture in HEIs and session on work- life balance in the busy world. Principal Dr C Saidalavi inaugurated the programme in the session chaired by College Governing Body Vice President , DR Muhammedali Korambayil. Dr Shahina Mol A. K., IQAC coordinator insisted on the significance of these enrichment programmes to meet the needs of HEIs in her welcome address. Mr Shabeer Mon, IQAC member and coordinator of the programme expressed vote of thanks. College Manager, O Abdul Ali engineer distributed the certificates for faculty members.



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Internal Quality Assurance Cell
Organizes
One Week Faculty Enrichment Programme
ON
WORKPLACE PROFESSIONALISM, ETHICS & TEAM BUILDING

Wednesday
2-7 March 2022
AC Seminar Hall



Inauguration
Dr. C saidalavi.
Principal, K.A.H.M Unity Women's College

**The New Generation Teacher:
Changes & Challenges**



Dr. Civy V Pulayath
Professor & Head, Malabar Dental College
Best Iconic Trainer India Awardee

10: am to 12:30 pm – AC Seminar Hall

**Educational Leadership & Management-
a Professional Approach**



DR. V. A SONNY
HOD MBA & Former Principal,
MES College of Engg. Kuttippuram, Kerala

1:30 pm to 4 pm – AC Seminar Hall

Organizing Committee

Dr. A K Shahina Mol
Coordinator
Coordinator, IQAC

Mr. Shabeer Mon M
Coordinator
Head, Department of History

Dr. Muhammedali Korambayil
Vice President
College Management Committee

For Details
Mr. V Abdul Rof (Dept. of Mathematics – 090-487-15321)
Mr. P Sidhique (PG Dept. of English – 094-968-78232)











- **Setting Up of Institutional LMS: Moodle**

College under the recommendation of IQAC decided to purchase learning management system for managing teaching, learning and evaluation through online mode as a preparedness for enhancing remote learning. This was introduced as step towards achieving ICT enabled teaching learning ecosystem as envisaged in NEP 2020. Dr Bajeel P N was appointed as the LMS Coordinator. The meeting of college manager, principal, IQAC Coordinator, Convenor of criterion IV and LMS Coordinator was held in December 2022. The meeting discussed the prospects of purchasing LMS for the institution and decided to implement the same.

- **Formation of Student Quality Assurance Cell (SQAC)**

In order to ensure the total quality assurance of the institution and to effectively implement all the quality initiatives for all stakeholders, IQAC decided to form student quality assurance cell (SQAC). It is decided to select two students from each class as SQAC members. Thus, an effective three tier system (IQAC – DQAC- SQAC) of quality assurance is implemented by IQAC for smooth conduct of all quality initiatives.

- **Participation in NIRF**

The institution participated in the National Institutional Ranking Framework. Dr Shahina Mol A. K served as the NIRF Coordinator of the institution during the year. It was decided to promote faculty publication and research in the evaluation meeting held by IQAC in the light of NIRF Report.

- **New Collaborations & MOUs**

As part of the strategic plan, IQAC took initiatives to increase collaborations and MOUs with more institutions of higher learning, local self - governments, Higher education Council of Kerala state and other government and non- government institutions. All the departments were directed to have collaborative initiatives for faculty exchange, student exchange and research. IQAC ensured that there are programmes conducted by the departments and institution to make MOUs and collaborations functional.

- **Vision@30: An Institutional Perspective Plan in Connection with 30th Anniversary**

Vision @30 was a special initiative of IQAC in connection with 30th anniversary of the institution. Established in 1991, the institution completed 30 years of excellent existence in 2021. The strategic plan was proposed by IQAC as per the suggestion of college governing body. IQAC Coordinator Dr Shahina Mol A. K., submitted a strategic plan titled vision@ 30. It was decided in consultation with IQAC members and all the staff members of the college. Dr Pakkrutty T K., Treasurer of college governing body and former principal, provided opportunity for all staff to submit the proposal to be considered in for implementation in vision@30 plan. “30 new projects in connection with 30th anniversary” is consolidated as Vision @30. It was agreed by the IQAC in the meeting and decided to implement the plan through a period of one year.

- **Inauguration of RUSA Building on 29 April 2022**

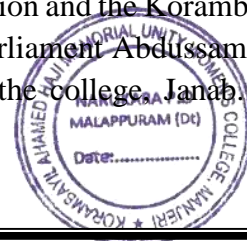
The RUSA block inauguration was held on 29 April 2022. Honourable Higher education minister of Kerala state inaugurated the event state -wide and delivered the keynote address. Principal, Management members, IQAC Coordinator, Teaching and non- teaching staff members and select students attended the session.

- **Inauguration of New Science Block on 7 January 2022**

The inauguration of new science block, constructed by the college governing body was held on 7 January 2022. The block was inaugurated by Hon. Higher education Minister of Kerala State, Dr Bindu P, in the session chaired by President of college governing body, Janab. Munavvar Ali Shihab Thangal. Vice President, Secretary, Joint Secretary and executive members of the college governing body were present on the occasion along with principal, college manager, staff and students.

- **Award Ceremony to World Moral Day Winners on 6 January 2022**

The award distribution ceremony to winners of World Moral Day Competition and the Korambayil Ahamed Haji Memorial Lecture were held on 6 January 2022. Hon. Member of Parliament Abdussamad Samadani was the chief guest. He delivered the memorial lecture on founder of the college, Janab. Korambayil Ahamed Haji MP. The national level winners were awarded the prizes.



- **G- Suit Purchase**

College under the recommendation of IQAC purchased G -suit for enhanced academic activities during COVID-19. It helped in organizing more faculty and student -oriented sessions, seminars etc., without compromising quality during the pandemic period.

- **One Day National Workshop for Principals & IQAC Coordinators by National Science Foundation**

Principal Dr C Saidalavi, IQAC Coordinator Dr Shahina Mol A.K, and Associate Professor and Head of Chemistry Dr Muhammed Basheer Ummathur attended one day national level workshop for IQAC Coordinator and Principal on various quality audits. The workshop was organized by National Science Foundation, Tamilnadu.

- **Three Day National Residential Workshop for IQAC Coordinator & Governing Body Members**

College governing body members Prof PN Abdurahiman, former principal, college manager Er. O Abdul Ali, Associate Professor cum senior faculty Dr. Muhammed Basheer Ummathur and IQAC Coordinator Dr Shahina Mol A. K, attended three- day national level residential workshop for governing body members and IQAC coordinator, organized by WMO IG college, Wayanad in March 2022. The prime focus of the workshop was on NEP 2020 implementation: Prospects & Preparedness at the institutional level.

- **New Certificate Courses and Add on Courses**

IQAC directed all the departments to conduct more Certificate/ Add on courses to bridge the academy-industry gap and to ensure academic flexibility. The certificate courses helped in offering mobility to students and to open the doors of multidisciplinary openings. It was mandated that one student has to take at least one certificate course offered by parent department or other department in an academic year. The regulations and quality parameters for conducting certificate/ add on courses were also circulated by IQAC. 14 new courses were introduced in the year 2021-2022.

- **Edu carefree ships – An IQAC Initiative**

IQAC took the initiative to continue the department level free ship titled “Edu care freeship” to meritorious UG and PG students from each batch during each year. This was introduced in 2020-21. IQAC ensured that all departments continue this student support initiative.

- **IQAC sponsored Honoring Ceremonies for Student Achievers**

IQAC initiated department wise honouring ceremonies for batch toppers and other student achievers. This initiative helped in motivating students to achieve higher potentials and helped in inculcating quality academic culture in the institution. IQAC, with the assistance of college management financially supported the departments for the same.



- Inauguration of new RUSA Building



- Submitted the proposal of Women Skill to Dr. Bindu , the Honorable Higher Education Minister of Kerala



- **Participation of Faculty Members and Administrative Staff in HRDC Training and other Faculty Development Programmes:**

Internal Quality Assurance Cell is very keen in creating a conducive environment in the institution to facilitate faculty and administrative staff participation in Orientation/ Refresher Courses organized by HRDCs/ Academic Staff Colleges of various universities. Apart from HRDC trainings IQAC organizes Faculty development programmes and capacity building programmes regularly. Faculty members are also motivated to attend FDPs, and workshops organized by various academic bodies. Financial support is given by IQAC with the assistance of college management to faculty members in order to participate in FDPs. It ensures quality sustenance and expertise of faculty members, and it helps in quality of teaching, learning and research through the faculty members. The details of staff members participated in the FDPs, and administrative training programmes are given below.

Sl No.	Year	Number of faculty members & administrative staff attended HRDC orientation/ refresher courses.	No of faculty members and administrative staff attended FDPs and administrative trainings other than HRDC Courses.	Total number of faculty members and administrative staff who attended FDPs and administrative trainings	Percentage of staff attended FDPs and trainings during the year.
1.	2021-2022	14	100	100	78.74



• **Result Analysis of Final Year Students 2021-2022**



PRINCIPAL
Prof. (Dr.) MUHAMMED
BASHEER UMMATHUR

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CONSOLIDATED RESULT: 2021-22

SI No	Name of Programme	No. of students appeared	No. of students passed	Pass percentage
1	B.A. English	57	57	100
2	B.A. History	56	54	96.4
3	B.Sc. Botany	34	32	94.1
4	B.Sc. Chemistry	47	47	100
5	B.Sc. Computer Science	40	35	87.5
6	B.Sc. Family & Community Science	36	34	94.4
7	B.Sc. Mathematics	44	42	95.5
8	B.Sc. Psychology (Self financing)	29	28	96.6
9	B.Com. Cooperation	58	56	96.6
10	B.Com. Computer Application (Self financing)	27	21	77.8
11	M.A. English	27	24	88.9
12	M.Sc. Botany	11	11	100
13	M.Sc. Botany (Self financing)	16	16	100
14	M.Sc. Chemistry	20	18	90.0
15	M.Sc. Computer Science (Self financing)	4	4	100
16	M.Sc. Home Science (Self financing)	19	19	100
17	M.Com. (Self financing)	19	17	89.5
Total		544	515	94.6



[Signature]
Controller of Examinations

[Signature]
PRINCIPAL
Korambayil Ahamed Haji
Memorial Unity Women's
College, Manjeri

[Signature]
Dr. SHAHINA MOL. A. K.
IQAC Co-ordinator
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