



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		AMAL COLLEGE OF ADVANCED STUDIES
Name of the head of the Institution		Dr Zacaria T V
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		04931-207055
Mobile no.		9846432683
Registered Email		amalcollege@gmail.com
Alternate Email		principal@amalcollege.ac.in
Address		AMAL COLLEGE OF ADVANCED STUDIES Santhigramam, Myladi Eranhimangad P.O
City/Town		Nilambur
State/UT		Kerala
Pincode		679329

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Rural			
Financial Status		state			
Name of the IQAC co-ordinator/Director		Dr. Dhanya K A			
Phone no/Alternate Phone no.		04931207055			
Mobile no.		9447991520			
Registered Email		iqacamalcollege@gmail.com			
Alternate Email		drshihab@amalcollege.ac.in			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		http://amalcollege.ac.in/Uploads/Documents/AQAR%202018-19.pdf			
4. Whether Academic Calendar prepared during the year		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		http://amalcollege.ac.in/IOAC/AcademicCalendar.aspx			
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	A	3.11	2019	20-May-2019	19-May-2024
6. Date of Establishment of IQAC			17-Jul-2013		
7. Internal Quality Assurance System					
Quality initiatives by IQAC during the year for promoting quality culture					
Item /Title of the quality initiative by IQAC		Date & Duration		Number of participants/ beneficiaries	
No Data Entered/Not Applicable!!!					

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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

13

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View Uploaded File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

1. NAAC accredited A grade with 3.11 CGPA in the first cycle 2. Conducted eight Faculty Development Programmes for teachers and two Administrative training programmes for nonteaching staff. 3. Integrated online classes with regular teaching through Moodle LMS to supplement learning during the pandemic 4. Employer's feedback on curriculum design and implementation is introduced 5. Established EContent Development Centre at college level

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

Plan of Action	Achivements/Outcomes
International Colloquium - Series 2	This was conducted with V K Mathews Ibs

	chairman as resource person and all teachers got chance to interact with him on projects and internships, training etc
Feedback and action taken report	Feedback on curriculum collected from all stakeholders and suggestions are given to university in board meetings .
Professional development programmes	Conducted 10 professional development programmes in the college for TS and NTS
workshop and seminars Learners in excellence Preparing for industry 4.0	Both the workshops were highly useful to students and helped them to get more exposure and inputs in the field of education and career.
Administration initiatives -Student database -Teachers companion -Department diary	Full details of students are collected in students' database. Teachers companion helps teachers to record each and every activities .Department diary give details of all classes and programs conducted in the department.
Academic initiatives like -bridge course by all departments -mentor mentee -Project abstract compiling and best project award	Individual attention to new comers through bridge course and to all students through mentor mentee system. All final year students' projects are compiled.
Preparation of curricular and non curricular plan of action by the departments and clubs	Ensured the plan of action released and executed by all the departments and clubs through annual reports
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14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
College Council	17-Sep-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
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16. Whether institutional data submitted to AISHE:	Yes
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Year of Submission	2020
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Date of Submission	30-Jun-2020
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17. Does the Institution have Management Information System ?	Yes
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If yes, give a brief description and a list of modules currently operational (maximum 500 words)

Management Information System assists the management of institution in capturing, processing and analysing the relevant data and requirements like student enrolment and monitoring, admissions, course schedules, attendance of both teachers and students, internal mark entry of students, salary disbursement of faculty and provision of examinations which cater the daily activities of institution. It helps the institution to segregate and systematize the student data such as the attendance, academic grades of students, regular timetable and library details by significantly minimising the workload. An organized approach of MIS has been implemented through Online TCS Application in order to collect and process the student attendance and regular timetable of teachers by allotting the stakeholders username and password. The students can easily login to the system and assess their own attendance appraisal and give necessary feedback regarding teachers' performance. The online attendance management system has helped the institution in increasing the attendance percentage of students. MIS plays a vital role in the examination process too where keeps the nominal roll of students, give out the hall tickets, arrange the examination halls and enter the absentees' statements. As a part of office automation, a software of Online TCS Machine Logic is applied to maintain routine information of students' databases which include enrolment details, disbursement of TC and academic and nonacademic profile of students and profile of teachers' and administrative staff. The institution awards scholarships and egrants to 95percentage of graduate and undergraduate students through notifying all students in the institution about the application process and deadlines via MIS. The software of Online TCS Machine Logic also enables the management for planning and deciding the annual budget, preparing the income and expenditure statement and auditing of the year. In the payroll side, accurate and automatic payroll processing is

facilitated through Service and Payroll Administrative Repository for Kerala. This web based application integrates and processes the payroll management system and institution provides a pay slip to its employees thereby ensures the transparency. The institution offers library automation to ensure the proper management of books and information resources. In library automation we can store all information consists of book number, details of books, egate register and check in check out system to issue and return books. The management information system adopted by the library of institution is KOHA Software which is a fully featured, scalable library management system. This software makes it a digital library and functions as a repository of equestions, ejournals and ebooks. The yearly subscription of INFLIBNETN List is provided to avail web eresources to teachers and students. The KOHA software provides powerful text searching and an enhanced catalogue display that can use content from Amazon, Google, LibraryThing, Open Library, and Syndetics, among others. Moreover, the information technology such as Web OPAC changed the entire environment of library including resources, techniques and services which facilitates the remote access of information resources of institution through a username and password provided by the Library. Therefore, MIS effectively works in computer assisted environment of the institution.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The implementation and planning of curriculum to an institution encompass several aspects related to the process of teaching and learning. Therefore, updated curriculum implementation is quite necessary and it should be uniquely done to each institution. Our college has also taken special care and measure, with a strong sense of directing the college's teaching-and student community to a better future, in imparting and implementing updated curriculum through a regular and systematic reviewing and revaluation of its various aspects. The primary objective of implementing a standard and updated curriculum is to provide the learners with a range of exposure to have the skill and competency in their related subjects and also in subjects of interdisciplinary nature. The

curriculum of all programs is designed by the University of Calicut and our college has shown extreme care in strictly following the updates made by the university. The IQAC of the college has precisely and meticulously developed and set up a well-planned, and well-framed documentation mechanism for effective implementation of the curriculum. To expand and maximize the progress and achievement of the learners, all the academic departments in the college have introduced certificate courses from 2013 onwards in association with Laurus Institute, Kochi to promote and facilitate the learning outcome of the college. During the academic year of 2019-20, the college has successfully conducted 18 certificate programs and 6 diploma courses. These certificate programs and diploma courses focused on providing the learner/student community of Amal college the necessary literacy, language, and employability skills they need for succeeding in further studies and moulding life in the future. The college also maintains a Learning Management System(LMS) in the Moodle platform. In terms of student welfare, it should be mentioned that many of our faculty members serve in various bodies of Universities and other colleges. Along with these courses, 4 Value Added courses have also been conducted by our college during 2019- 20. Our curriculum accommodates courses that integrate cross-cutting topics like gender, environment, and human values. On average more than half of the student community of Amal college are undertaking field projects or internships on various institutions. An uncompromising and well-structured feedback system has also been initiated and kept by IQAC to collect feedback on the curriculum, from Students, Parents, Teachers, the Alumni, and employers. It should also be worth mentioning that the syllabus for Add-on courses has been designed based on the findings of the feedback survey. The feedback is collected through using Google forms and the same is analysed using SPSS. Feedback is studied and reviewed in the college council and action is taken. Feedback and Action Taken Report is displayed on the website.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Positive Psychology	Nil	15/09/2019	30	Mental Health	Stress Management
Adolescent Psychology	Nil	15/09/2019	30	Developmental aspects of human	Physical and mental developmental changes
Yoga and Stress Management	Nil	15/09/2019	30	Yoga	Yoga and Meditation Skills
Cloud Computing	Nil	15/07/2019	90	Employability	Technology skills
Responsive Web Design	Nil	16/09/2019	90	Focus on both employability and entrepreneurship	Programming skills, creativity and innovation
Logistics	Nil	10/09/2019	30	Logistics interest	Logistics management
Computer Application in Economics	Nil	22/08/2019	30	Data entry	Data analysis

Rural development	Nil	22/08/2019	30	Community development	Rural Development practices
Tally Ace	Nil	11/06/2019	60	Employability	Computerised accounting
Intellectual property rights	Nil	21/10/2019	30	Entrepreneurship	Patenting and copyrights
Managing Innovation	Nil	06/08/2019	30	Entrepreneurship	Starting new business
Environmental Studies	Nil	12/09/2019	30	To support the environment	To practice necessary skills in environment management
Food safety and hygiene	Nil	11/09/2019	30	To support when handling with foods as an entrepreneur/ an employee in food industry	Skills in personal and food hygiene
Nil	Diploma course in Cook General and Food and Beverage Service	11/03/2019	180	To be an employee/ entrepreneur in Hotel/ Catering Industry	To acquire cooking and FB service skills
Nil	Diploma Course in Multi Cuisine Cook	17/07/2019	90	To be an employee/ entrepreneur in Hotel/ Catering Industry	To acquire some basic skills in Food production.
Nil	Diploma Course in Assistant Catering Manager	21/10/2019	90	To be an employee/ entrepreneur in Hotel/ Catering Industry	To acquire some basic managerial skills for catering industry.
Nil	Diploma Course in Catering Manager	02/09/2019	90	To be an employee/ entrepreneur in Hotel/ Catering Industry	To acquire some basic employability skills for catering industry
Classical Cinema	Nil	07/01/2019	30	Script Writing	Critical Thinking

Literature and Human Rights	Nil	10/01/2019	30	Employability	Analytical Skill
English for Business Communication	Nil	02/01/2020	30	Employability and Entrepreneurship	Communicative Skills
Communicative English (ASAP)	Nil	07/01/2019	180	Employability and Entrepreneurship	Communicative Skills

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	List Attached	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MA	English, Language and Literature	01/06/2019
BA	English, Language and Literature	01/06/2019
BA	Economics with Foreign Trade	01/06/2019
BBA	Finance	01/06/2019
BCom	Computer Application	01/06/2019
BSc	Computer Science	01/06/2019
BSc	Psychology	01/06/2019
BHM	Tourism and Hotel Management	01/06/2019

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	725	155

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Geriatric Psychology	15/09/2019	36
Academic Writing	02/09/2019	44
Training on SAP	31/12/2019	25
Income Tax Return filing	22/06/2019	27
Fire and Safety	11/09/2019	30

GST E- returns and E-filing	27/07/2019	22
Stock Market Trading	27/07/2019	32
Student Nurse in Palliative Care	14/10/2019	35
Machine Learning	06/01/2020	33
Gender budgeting	22/01/2020	48
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nil	List Attached	Nil
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
<p>The Curriculum design and its successful implementation is a key element in quality policy of any higher education institution. Curriculum is a dynamic product which needs regular revision to ensure its relevance to students and industry. Stakeholders such as students, teachers, employers, alumni and parents play a vital role in enriching the curriculum content and its other aspects in improving its effective delivery. Here in Amal College, we used to collect structured feedback from all stockholders except employers regarding curriculum design and delivery through online questionnaire. Unstructured feedback about curriculum from employers are also collected by the college and taken into consideration while designing certificate and value added courses. The survey is conducted and analysed at the end of every academic year. The collected data are scrutinized using tables, graphs, percentages etc. in order to draw conclusions. The result of feedback analysed on curriculum from different stakeholders are also published on the college website for easy access to interested parties. The major outcome of this exercise is that the stakeholders are sensitised about current trends in the academia and industry and in a position to make informed decisions with respect to the choice of courses to be learned and taught in the colleges. A separate discussion session is conducted in the college council every year regarding the feedback findings and accordingly guidelines are drafted to ensure the received feedbacks are well incorporated into the curriculum with immediate effect. The syllabus for regular programmes are designed by University of Calicut and given to us for implementation. As such, we have limited role in making changes directly in the curriculum. However, every year we will forward the major findings and suggestions based on the feedback to the university for further action. The certificate courses and value added courses are designed at college level. So,</p>

every year syllabus of certificate courses and value courses are updated and enriched by fully incorporating the findings from the stake holder's feedback. A progressive growth in the demand for our programmes is ensured through the practice of offering new and trending certificate courses and value added courses along with regular degree programmes. Teachers and students are consistently made aware of industry demands and are brought to a position to fill the skill gap by acquiring additional knowledge in missing domains along with their regular course of study. The feedback from alumni and employers helped us a lot in formulating the project and internship plans in such a way that projects and internships acting as a finishing edge for students to get placement after their course completion. Moreover, the feedback survey on curriculum will also help teachers and students in identifying topics for national and international seminars to be organised in the college and to be participated outside to equip them with latest and relevant knowledge and skills.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MA	English, Language and Literature	28	550	24
BHM	Tourism and Hotel Management	49	1733	45
BA	Economics, Foreign Trade	67	2691	67
BA	English, Language and Literature	66	3506	64
BBA	Finance	66	2616	65
BCom	Computer Application	66	3364	63
BSc	Computer Science	45	1066	42
BSc	Psychology	45	2960	45
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	994	43	32	0	6

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-

learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
40	40	123	21	8	20

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Yes. Students' Mentoring system is an individualized form of counseling and guidance activities. It is to provide guidance to students on both academic and personal matters and to promote a close and a healthy relationship between students and the teachers. It addresses the needs of the students to have a friend, a counselor, a motivator and a guide on the campus. The practice is aimed at promoting a better rapport between the students and the teachers at a personal level. A mentor is a teacher acting both as a friend and a role model who supports and encourages a student in his/her academic and personal growth. The mentor guides a student in his/her academic pursuits and emotional and psychological development, particularly in the transitional phase of the students. The mentor also guides his/her wards to develop their knowledge, confidence and communication skills. It helps to bridge the gap between the teachers and students. Students Mentoring System creates a better environment in college, where students can approach teachers for both educational and personal guidance.

Each faculty member is the mentor of a group of 27 students allocated to him/ her by the Internal Quality Assurance Cell (IQAC) in consultation with the Heads of the Departments. Regular meetings are held between the mentors and mentees and a mentor diary is maintained for each student. The Mentor maintains personal details of the mentees including their address, contact numbers, overall academic performance and progress. Students are allowed to approach the mentor for both academic and personal problems. The mentor finds time to meet the wards informally outside class hours and guides them in their personal as well as career options. A documented record of the mentoring process is maintained by the mentor teacher for reference purposes which will be monitored by IQAC. The mentor contacts parents/guardians in the case of academic irregularities negative behavioural changes etc. IQAC discusses mentoring related issues during its meetings and upgrade the system if necessary. Walk With a Scholar Programme is another students' monitoring system funded by Directorate of Collegiate Education, Govt of Kerala monitored by a college level monitoring committee. WWS scheme has been designed to arrange specialized mentoring programmes for students in UG Arts, Science and Commerce streams. Applications are invited from academically bright students who are willing to participate in the programme. A total of 6 students will be selected from each department and allocated under a mentor. This Programme has a college level Co-coordinator. Coordinator has to collect the activity report from all internal mentors on monthly basis. Internal mentors should be the person who is able to do mentoring and support the scholar and act as a guide in building his/her career. A detailed bio data of the student is collected by the concerned internal mentor and documented. Internal mentors keep a proper attendance of the sessions with his/her mentees. External mentoring sessions are also provided for the students under this scheme.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1037	38	1 : 27

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
39	38	1	19	9

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies

2019	Mr. Ali Jafar C H	Assistant Professor	Best Coordinator Award, Nilambur Palliative Society
2019	Dr. Abbas Vattoli	Assistant Professor	Innovation Amabassador, MoE, Govt. of India
2019	Janeesh Babu KP	Assistant Professor	Innovation Amabassador, MoE, Govt. of India
2020	Shemeer Babu T	Assistant Professor	Young Researcher Award, Institute of Scholars Banglore
2020	Dr. Shihabudheen N	Assistant Professor	Research Excellence Award, Institute of Scholars Banglore
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
Nil	List Attached	Nil	Nil	Nil
View Uploaded File				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Continuous Internal Evaluation System helps the students to analyse and evaluate their experiences as a learner in the classroom through regular monitoring and assessment. Amal College of Advanced Studies has been affiliated to the University of Calicut and it strictly follows the rules and regulations prescribed by the University. University recommends both an internal and external evaluation system to assess the students. Continuous Internal Evaluation System provides higher and qualitative learning standards for students. The College follows a structured evaluation process for this purpose. Internal Evaluation constitutes 20 of the total score and the External Evaluation conducted by the University constitutes 80 of the total score. The college conducts internal examinations both online and offline, seminar presentations, video lecturing of students, viva, assignment submission, and proper recording of the attendance of students as a part the Continuous Internal Evaluation System. As per the University examination pattern internal tests are prepared and conducted. The students will be informed of the internal and external assessment procedure at the very beginning of every academic year. In each semester a Centralized internal examination and a Department level internal examination are conducted. Answer sheets are returned to the students within one week after the examination and the results are published on the concerned department notice board. The respective teachers provide a detailed discussion of the examination question papers in the class. Students can approach the College Grievance Cell regarding any complaint on valuation and the same will be taken up by the Committee and necessary steps will be implemented for rectifying the complaint. Other means of continuous assessment and evaluation by the teachers include giving assignments/seminars on topics

related to their syllabus. There is equal weightage for assignments and seminars in the internal evaluation scoring system. Attendance of students is another criterion in this system. Online attendance system has been introduced in the college for keeping a transparency in the system which also helps to maintain a proper record of the attendance of students. Other methods of evaluation include group discussions, presentations, field trips reports etc. which ensures that the students invest considerable time in studying, preparing and building on academic skills. This also ensures that the students are in constant touch with the curriculum and all that it has to offer. The departments motivate the students to participate in academic seminars management meets, and to publish articles in different journals. Academic programs like quizzes, tests, objective tests, essay writing, and competitions on current affairs are also arranged to instil an inquisitive mind in the students and also to evaluate their skills. These procedures boost the self-confidence of the students. All the final year students are given project works and it is assessed by external examiners through viva voce. Project-based learning helps students to suggest solutions to real-world problems and issues. BBA and BTHM students are to undergo industry training for a minimum of three weeks period. Continuous Internal Evaluation System which aims at qualitative improvement in education through valuation can also ensure optimum performance.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

An academic calendar is to keep students, faculty, and staff reminded of key dates throughout the academic semester and year. It can also be useful for prospective students, alumni, and parents as well. The College is affiliated to the University of Calicut and hence the pattern prescribed by the university is strictly followed. The University provides an academic calendar that specifies the date of commencement and end of the classes for each semester along with the government holidays. The college has the following practices: Internal Evaluation Process is undertaken strictly based on the Academic Calendar of College which is synchronised with the Academic Calendar of the University. Centralized internal exams are conducted once in a semester in tune with the Academic Calendar. Dates of conducting internal examinations are fixed by the Internal Examination Cell consisting of representatives from each department as per the Academic Calendar. Question papers are set in advance by the teachers concerned, as per the instructions provided by the University, and submitted to the examination coordinator and HODs. The Department timetables are prepared according to the Academic Calendar in such a way that the required numbers of lectures are assigned for all the theory and practical subjects. The Department timetable is prepared by each department, facilitating the teachers to allot sufficient time for each subject as per the workload allotted by the University. The Department timetable is displayed in the notice board and made known to each and every student of the Department to ensure that they stick on to the schedule. The faculty prepares their teaching plans with details such as course objectives, course outcomes, unit objectives and unit outcomes along with the academic schedule. Regular staff meetings are conducted to ensure adherence to the schedule given in the Academic Calendar. In case of any unusual and unscheduled break in the working day, the staff committee meets again to work out a schedule to compensate the working days. Dates of submission of assignments and presentation of seminars are given as per the Academic Calendar. Seminars are conducted in each department wherein the students are encouraged to participate with relevant topics. Topics of seminars and assignments are given to students and evaluation points are also intimated to them so that they can prepare in advance. Syllabus Completion Report is submitted by all teachers at the end of each semester to ensure adherence to academic calendar. Principal, IQAC, Internal Examination Coordinator and HODs make sure that these processes are followed smoothly, effectively and strictly

in the time schedule as prescribed. The college is following an admirable work principle and hence it hardly ever faces troubles in completing the curriculum within the prescribed time set by the Academic Calendar.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://amalcollege.ac.in/Uploads/Documents/3.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
SPY	BSc	Psychology	28	27	96
SCS	BSc	Computer Science	34	27	80
BCM	BCom	Computer Application	58	54	93
BBA	BBA	Finance	44	36	81
AEG	BA	English, Language and Literature	35	31	88
AEF	BA	Economics, Foreign Trade	49	46	93
BTM	BHM	Tourism and Hotel Management	36	35	97
MEG	MA	English, Language and Literature	18	18	100

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://amalcollege.ac.in/Uploads/Documents/Analysis%20of%20Student%20Satisf%20Survey%202019-20.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Students Research Projects (Other than compulsory by the	365	JSS	0.4	0.4

University)				
Industry sponsored Projects	365	Bakes and Grills	1.5	1.2
Students Research Projects (Other than compulsory by the University)	180	STEPS, Nilambur	0.5	0.5
Interdisciplinary Projects	365	JSS	1	1
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
National Level Workshop on "Research Methodology in Social Science with Special Focus on Tourism and Hospitality Sector" jointly organized by Kerala State Higher Education Council and department of Tourism and Hotel Management, Amal College	Tourism and Hotel Management	16/01/2020
Two day inter collegiate workshop on Ethical Hacking	Computer Science	02/08/2019
One day workshop for neighbourhood womens on Online Marketing Techniques	Computer Science	18/12/2019
One day National Seminar on Research issues in Computer and Communication Network	Computer Science	14/02/2020
International Colloquium - Interaction with V K Mathews , Founder IBS	IQAC	03/03/2020
National Seminar Literature and Culture	English	15/01/2020
Seminar on Accelerated Block Chain competency development	Computer Science	24/10/2019
One Day Arabic Seminar behalf of World Arabic Language Day Observance	Arabic	17/12/2019

One Day Workshop Basic Fitness Training	Physical Education	11/07/2019
Talrop Industry 4.0 Seminar	IQAC	04/12/2019
Meet the Industry Person - Seminar Series 1	BTHM	19/09/2019
Meet the Industry Person - Seminar Series 2	BTHM	12/02/2020
Webinar on Tourism Hospitality and COVID 19 Future Prospects	BTHM	13/04/2020
Meet the Industry Person - Seminar Series 2	BTHM	05/02/2020
National Media Seminar	English	21/12/2019
National Environment Conference	English	27/01/2020
Workshop on Cultural Studies	English	30/01/2020
Workshop on IPR and Entrepreneurship	Innovation Entrepreneurship Development Center(IEDC)	18/07/2019
Workshop on Innovative Practices in Financial Inclusion	Innovation Entrepreneurship Development Center(IEDC)	23/09/2019
National Workshop on Innovations and Creativity-the road Less Travelled	Innovation Entrepreneurship Development Center(IEDC)	23/10/2019
GST Conclave- National level workshop on GST	Commerce and Management	23/10/2019
State level Seminar on Financial inclusion through Indian post	Commerce and Management	01/01/2020
State level Seminar on GST	Commerce and Management	21/01/2020
International Seminar on corporate laws	Commerce and Management	11/02/2020
State level Seminar on Income tax regulations and reforms	Commerce and Management	13/02/2020
Laurastia 2020 - One day National level workshop on logistics management	Commerce and Management	13/02/2020
One Day Basic Training Programme on Human Rights	Economics	22/01/2020
State level Mentorship Programme on Higher Education in Collaboration with Kerala	Economics	09/11/2019

State Higher Education Council		
Cognitive Behaviour Therapy	Psychology	19/02/2020
Statistics in Modern world	Statistics	01/07/2019
International workshop on "ROBOTICS AND ARTIFICIAL INTELLIGENCE IN HOSPITALITY INDUSTRY " jointly organized by IEDC, Kerala Startup Mission Department of Tourism and Hotel Management, Amal College of Advanced Studies, Nilambur, Kerala	Tourism and Hotel Management	11/11/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Young Innovators Programme 2019	Naja A	K-DISC	09/11/2019	Idea Fest
Young Innovators Programme 2019	Muhammed Irfan	K-DISC	09/11/2019	Idea Fest
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
1	Amal Incubation Center	IEDC, Govt. of Kerala	ON-DOOR	Online Delivery	16/07/2019
2	Amal Incubation Center	IEDC, Govt. of Kerala	Mariya Paradise	Accommodation Centre	18/12/2019
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
01	04	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NA	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
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National	Arabic	1	Nil
International	THM	3	6.2
International	DCMS	3	Nil
No file uploaded.			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Economics	2
THM	4
DCMS	3
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	8	36	10	10
Presented papers	11	15	0	2
Resource persons	1	8	0	10
No file uploaded.				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
List Attached	List Attached	Nil	Nil
View File			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Palliative Care	Best Palliative Unit	Nilambur Palliative Care Society	100
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
List Attached	List Attached	Null	Null	Null
View File				

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Student And faculty Exchange	Faculty Members	Internal	300
Student And faculty Exchange	Faculty Members	Internal	90
Student Exchange	NSS Vounteers	Internal	900
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Details Attached	Null	List Attached	Null	Null	Null
View File					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Kerala Hotel Restaurant Association Nilambur	18/09/2019	Training and Placements	39
Excellent technologies	01/01/2020	App development	35

Kottakkal

No file uploaded.

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES**4.1 – Physical Facilities**

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
571.5	445.94

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Newly Added
View File	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Koha	Fully	19.11.02.000	2016

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
View File			

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
List Attached	Nil	Nil	Nil
View File			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	94	1	2	9	0	8	11	95	9
Added	5	0	3	2	0	2	4	50	2
Total	99	1	5	11	0	10	15	145	11

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

145 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
AMAL VLE	http://amalvle.com
AMAL MOODLE	https://amalmoodle.vlms.net/
AMAL YOUTUBE	https://www.youtube.com/channel/UCD5prPc7X3aYV7Ov59IPStg
E Content Development Centre	NA

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
100.25	9765441	13.85	1239022

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Amal college strictly follows the general norms of maintenance of the infrastructure pertaining to physical, academic and support facilities available in the college through a committee known as Maintenance Committee. The optimal use of infrastructure which is accessible to the students and staff of the college is ensured by the committee which meets regularly to analyse the matters pertaining to it and secure maximum advantage to the students as well as teaching nonteaching staff of the institution. Library With an aim of enriching the library with participation of teaching faculties and library staff, an organized and active mechanism is practiced under the supervision of Principal. Since improving library facility is part of the on-going mission of the college, adequate materials are always incorporated to the library. The college management has been making a provision of budget for the maintenance of the library. The activities such as fumigation and hygiene of the Library, schedule of issue/ return of books etc. are carried out periodically and reviewed annually by the library committee. A suggestion box has been installed inside the reading hall to collect various opinions concerning the functioning of the library. Laboratories The maintenance and repairing of the Laboratories is furnished by the lab technicians and Assistants of the laboratories. A Record of maintenance account is kept in the laboratories. The activities of the laboratories ,maintenance and repair are supervised by the HODs of the concerned departments and committee. The committee which has been taking adequate provisions for systematic disposal of e-waste will be bringing controlling measures for the smooth functioning of the laboratories. Sports The physical education department is lively and energetic and comes with variety of dynamic sports activities and fitness centre. The department initiates trainings and coordinates various sports programmes as well. Computers Amal College has a computer lab which is maintained by the department of Computer Science. It operates as a central computer centre for the entire college. Along with this lab all departments, office and library have appropriate number of computers along with internet connections and utility software for their requirements. Class rooms and other students facilities The college maintenance committee a mechanism that ensures that the facilities are made available accordingly in the college. The quick resolutions for the problems that arise are safeguarded with the help of a complaint register kept in the office. Campus event centre The campus event centre is an open air auditorium sponsored

by PTA and Alumni of the college and was constructed with aim of facilitating the students to organize performance and programmes both academic and non-academic. Others Other facilities and infrastructures of the college are adequately utilized in favour of the students and their development under the maintenance committee. The skilled persons from the locals are called for maintenance works related to electrical and Plumbing. The expenditure for such facilities is met from the college budget. With an aim of enabling immediate action , a complaint register is properly maintained.

<http://www.amalcollege.ac.in/SSR/SSRDocuments.aspx>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	List Attached	Nil	Nil
Financial Support from Other Sources			
a) National	List Attached	Nil	Nil
b) International	List Attached	Nil	Nil
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
List Attached	Nil	Nil	Nil
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
Nil	List Attached	Nil	Nil	Nil	Nil
View File					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
4	4	2

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		

Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
List Attached	Nil	Nil	Nil	Nil	Nil
View File					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
Nil	Nil	List Attached	List Attached	List Attached	Nil
View File					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	1
SET	1
Any Other	5
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
List Attached	Nil	Nil
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nil	List Attached	Nil	Nil	Nil	Nil	Nil
View File						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The College gives ample representation to students in various decision making bodies. This is primarily achieved through a free and fair election of Students Union Members in a parliamentary mode of election as per the recommendations of the Lingdo Commission. The Union comprises of Union Chairperson, Vice Chairperson, General Secretary, Joint Secretary, Fine Arts Secretary, General Captain, and Student Editor. Two students are elected as University Union Councillors. The posts of Vice Chairperson and Joint Secretary are reserved for the girls College ensures that students representation is there in all the academic and administrative committees and clubs formed in the college.

Academic Committees: - IQAC since its inception includes one vibrant student in

the college as member of the committee and makes sure of his participation in all meetings. Amal center for Research and Publication has active participation of student representatives Committee for Incubation Center includes one student representative from each department to ensure effective contribution from students' side. Library Advisory Committee includes student representation and the suggestions from students side in revamping library is accepted and implemented. Committee for Academic Excellence is formed under IQAC with teachers and students representations specifically to encourage and implement innovative teaching learning practices in the college. Committees on WWS and SSP also include student representation Administrative Committees: - College Council is the apex body in the college and by default Union Chairman will be a member of college council to represent students. Department Council a committee formed at department level for conducting department meetings and for taking department level decisions has student representation from concerned department. Planning and Development Committee for developing strategic plans for betterment of the college also include college Union Chairman as its member by default. All statutory cells Anti-ragging cell, Grievance redressal cell, Minority cell, OBC cell, SC ST cell, Internal complaint cell and Anti Sexual harassment cells are actively functioning in the college with student representation. Maintenance committee in the college also has student representation and they are actively involved in the functioning of the committee. - Extracurricular wings in the college : NSS, Nature Club, Tourism Club, Readers Forum, Women Development Cell, Entrepreneurial Development Cell and Quiz Club are coordinated and run by students itself under the monitoring of a teacher coordinator.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Amal College Old Students Association is a registered alumni association which plays a vital role in helping shape the future of our college by representing the views of his members significantly contributing to the development of infrastructure and other amenities. The Following programmes were held under the auspices of ACOSA. Scooter for Alumni : A new three tier scooter has given to a needy alumni member. She was differently abled and was unable to go for work. ACOSA purchased a vehicle with the help of its members and given to her. Water Purifier : A water purifier has been donated and installed in the college by ACOSA. The effort was made in commemoration of beloved alumna member Mr. Irfan. Donation to Campus Event Centre Building Fund: ACOSA donated Rs. 5,44,165/- towards the building fund of campus event centre. Televisions to College: ACOSA purchased and donated 5 televisions to the department classrooms for making those classrooms ICT enabled. Meet the Alumni: The members of the alumni who have proven their mettle in various walks of life are invited to the college and the interaction with the current students are arranged in order to boost and install greater confidence in the students and also an important measure of reconnecting the successful alumni with the college and channelize their assistance and service for the general wellbeing of the college. Placement Assistance: ACOSA helps the students in the quest for placement in different organizations and firms through the network of college alumni who are settled in and out of Kerala. Higher Education Guidance Counselling: The ACOSA members who are part of the premier higher education institutions and central universities in the country have conducted Higher Education Guidance regarding the process and procedure of admission, preparation for the common entrance etc. The students who have got admission are given psychological support in those centres admitted with respect to their initial stress and strain when placed in an alien environment. The alumni members pursuing higher education in various universities also lend provisional financial support for the students

who are admitted in the universities. ACOSA Scholarship Programme: ACOSA has instituted ACOSA Scholarship for the students are hailing from financially and socially vulnerable family backgrounds. The students are identified by the respective departments and the names are duly recommended to ACOSA and the funds are released accordingly. This programme has been widely appreciated so much that every passing out student of the college voluntarily come forward to contribute to the ACOSA Scholarship programme . Many students who find it difficult to continue their studies due to the financial constrains find solace and relief with the help of ACOSA. ACOSA in Birth Day Book Scheme: Birth Day Book Scheme is a novel initiative of the Patron of the College by which each person may contribute minimum 1 book to the College Library. Inspired by this noble vision, many ACOSA has initiated steps to promote this practice among the members and many members have already contributed books to the library.

5.4.2 – No. of enrolled Alumni:

2007

5.4.3 – Alumni contribution during the year (in Rupees) :

773955

5.4.4 – Meetings/activities organized by Alumni Association :

The Amal College Old Students' Association (ACOSA) has been under taking commendable steps in widening the network of the alumni members by regularly organizing meetings and common gatherings. The Meetings thus organized also help ACOSA in charting new programmes and initiatives for aiding and accelerating the growth and development of the college in various spheres. ACOSA also organized the formal gathering of the 2015-18 batch commemorating the sad demise of Mr. Irfan of 2015-18 batch and donated a water purifier to the college. The Members of the Executive Committee met on 22nd November 2019 in the college to discuss issues pertaining the new members and the continuance of the Scholarship programme. A tri-tier scooter has donated to a needy alumni woman with the contribution of its members. ACOSA also given scholarships to the 20 needy students in the college. ACOSA also donated for the building fund of campus event centre. ACOSA purchased and donated 5 televisions to the department classrooms for making those classrooms ICT enabled. ACOSA also conducted 10 Meet the Alumni programmes in various departments during 2019-20. An Executive Committee meeting was held on 7th February 2020 and it has reviewed the activities carried out in the current academic year.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The practice of decentralization and participative management is transparent in every sphere as each stakeholder performs a respective role in planning and implementing activities for the overall development of the institution. • The institution forms various academic and non-academic Committees with specifically assigned purposes. Regular meetings are convened amongst Committee members, Principal, Faculty members, administrative staffs and the student representatives through which matters of strategic importance are discussed with equal opportunities to share and express their positive comments and constructive suggestions. • The Heads of the departments and Tutors are given full responsibility to discuss and solve the matters at the departmental level with the respective faculty members in consultation with the stakeholders. Parents and teachers are keeping in touch for the betterment of the students' performance. They maintain departmental records and plan activities for the

effective implementation of the same to enhance the teaching-learning process.

The entire teaching and learning processes are designed through the participation of teachers, students and parents. The administrative works are carried out under the leadership of Principal and office head. Staff in the administrative offices are also has assigned specific task with autonomy in utilizing innovative practices and reporting of the status so as to ensure efficiency and transparency

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Industry Interaction / Collaboration	Our College has successfully associated with various external agencies and presently we have 6 MOUs and ----Linkages with industries, educational institutions and other bodies to impart student exchange, faculty exchange and extension activities.
Curriculum Development	The first step of the curriculum development process involves planning and determining who the learner is and what they need to get out of the course. Teachers design the courses based on the needs of the students. Building the Content is the important phase of curriculum development. Evaluation is also done based on the objectives of the course. The entire process of curriculum development is done by IQAC. Certificate Courses are the provision for introducing latest information to the existing curriculum of the University. Knowledge upgradation and skill-oriented courses are offered through the certificate courses of the College
Teaching and Learning	To make the system more transparent dates for internal examinations are fixed by the Internal Examination Committee which consists of representatives from each department consulted with student representatives and is then displayed on the notice board. There exists a three-tier system for the redressing of grievances of students in respect of internal assessment. PO's and CO's are monitored on regular basis through University Result Analysis, Internal Exams Evaluation, Feedback from Alumni, Practical Sessions and Group Discussions and Debates

<p>Examination and Evaluation</p>	<p>A Centralized internal examination and a Department level internal examination are conducted every semester. Other means of continuous assessment and evaluation include giving assignments and seminars. Internal Evaluation constitutes 20 of the total score attained by the students while 80 is External Evaluation conducted by the University. Other methods of evaluation include group discussions, presentations, field trips reports, Project Works and Internship Training.</p>
<p>Research and Development</p>	<p>Amal centre for research and publications which oversees and encourages the research activities among faculty members. All final year students undergo project research work or industry training. The College publishes two journals: Amal IJESS and POSEIDON. Incubation centre was established in the year 2015 for materializing and supporting the enshrined educational philosophy of the college. IPR Cell established in 2016 takes all initiatives to protect the copy right of research activities in the College and create awareness about intellectual property rights through seminars Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years. 65.36 of students have participated in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>There are 23 classrooms which are spacious, well equipped and facilitated with projectors, wireless microphones, white/green/black boards. There are five laboratories in the campus. 1) Production Lab in Department of Tourism and Hotel Management with all facilities for practical classes 2) Service Lab in Department of Tourism and Hotel Management to provide practical sessions on Hospitality 3) Language Lab maintained by Department of English to provide soft skill training to students 4) Psychology Practical Lab by Department of Psychology with equipment's for practical classes 5) Computer Lab, general to all departments. Moodle</p>

platform is available in the computer lab for easy access by students Wifi and LAN facilities are made available for the students to enhance their access to useful academic resources. There are two Seminar halls in the campus in which academic and non-academic activities are being held regularly. They are well equipped with interactive boards, Wifi facility and projectors. The library at Amal College is an integrated knowledge resource centre stacked with books pertaining to the syllabus as well as extra references, periodicals, magazines, national and international journals. Online resources like N LIST, e-journals, Digital library, Magazines and Research papers are also made available for the students. Library is equipped with an LCD TV with internet facility to arrange video classes and information updates for students. QR code system is used in the library for easy access of resources by students. Library maintains a Blog of its own with latest updations. There is an e-Resource Corner with free internet facility CAS, Bibliographic services, information display, e-Magazine, Paper clipping services are provided in the library Braille software is available for visually challenged students in the library BRAIN - A Book Reading and Information Network activity is successfully carried out for improving the teaching learning process. Library has membership in ILA - International Library Association. Library created an institutional repository for the purpose of Online open access to old question papers, Newspaper clippings and other library activities.

Human Resource Management

The objectives of HRM in the College is to create a sense of responsibility and service attitude among the teenagers. We give opportunities of HRM through the various activities of clubs and forms.

Admission of Students

The Directorate of Admissions of the University stream lines the entire admissions process of affiliated colleges of the University. The main aim of DoA is conducting centralised admissions to various UG, PG, M.Phil Ph.D programmes offered by the

University and its affiliated colleges in a systematic, transparent and student friendly manner following all reservation rules. The of DoA is Centralised Admission Process (CAP) for UG and PG, which offers facility for online submission of single application for various UG PG courses in multiple colleges affiliated to the University. CAP helps students to submit applications of their choice through simple online steps. This hassle-free process is time saving, cost effective and ensures transparency in admission

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
<p>Planning and Development</p>	<p>The administrative and academic planning of the College utilises electronic mode, especially communication system. The Principal communicates with students and teachers through emails and what's app messages. The public address system is very helpful for the information transaction on the campus. The attendance status is transferred to parents on a daily basis through our TCS software.</p>
<p>Administration</p>	<p>The Administration of the College functions with E-governance system. The TCS software of the College is using for this. The college have Biometric attendance for teaching and non-teaching staff. The college campus id equipped with CCTV Cameras at very place of need.</p>
<p>Finance and Accounts</p>	<p>The college has a financial management software, with meshilologic company. This helps to increase the efficiency of staff towards the accuracy in financial transactions. The college conducts regular audit of annual books of accounts. The administrative office keeps the all financial records separately as per the events and transactions made for. The administrative office maintains the Books of Accounts properly which helps in auditing procedure.</p>
<p>Student Admission and Support</p>	<p>The most important key factor of the college toward the students admission and support is that college has system which allows the student to take admission. This is the one of the important things which supports some students those are facing financial</p>

issues. The College has TCS software for the admission purpose. College has extended helping counter for the students which provides them several services as such Admission form Filling, Examination form filling as well as Scholarship Form filling at one place only. This service counter protects the students from outside service centre where they need to pay fees for it.

Examination

The College has an Examination Cell with equipped electronic tools necessary for examination purpose. As per the requirement of Examination cell, all the necessary equipment is provided by the college such as Separate Desktop and Internet Facility for online procedure of Paper Downloading and further activities for exam purpose. The examination department has the separate Machine for printing the question papers downloaded from university portal.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	Nill	List Attached	Nill	Nill
View File				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	FDP on excellence in teaching by Razeena Padmam	Nill	19/12/2019	19/12/2019	40	Nill
2019	Nill	Training progra for Adimnistrative staff by	23/12/2019	23/12/2019	Nill	13

		Muhammed Noushad Areekode				
2019	Training program on Research writing	Nil	23/01/2019	23/01/2019	40	Nil
2019	Hands on training on Moodle by Mr Ashkarali KP	Nil	06/07/2019	06/07/2019	26	Nil
2019	Training session at IIM-K	Nil	12/07/2019	12/07/2019	37	Nil
2019	FDP on Team Building by Dr Manoj Menon	Nil	13/07/2019	13/07/2019	37	Nil
2019	FDP on Road map to Success by Dr T O Paulose	Administrative training in professional excellence by Dr TO Paulose	05/10/2019	05/10/2019	39	13
2019	Professional training on Career enhancement schemes by Dr Mohammed Najeeb	Nil	12/12/2019	12/12/2019	22	Nil
2019	Professional training on inviting projects and opportunities	Nil	14/12/2019	14/12/2019	36	Nil
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
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List Attached	Nil	Nil	Nil	Nil
View File				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
3	3	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>(a) Duty leaves are granted for attending officially sanctioned seminars and workshops</p> <p>(b) Financial assistance is given for the faculty members who attend international conferences</p> <p>(c) The institution grants maternity and paternity leave for the eligible members of the staff</p> <p>(d) The institution runs a co-operative society which supplies books and stationery items at rates lower than the market rates through its Cooperative Store.</p> <p>(e) A recreation room is available in the institution for the members of the staff where they can spend their leisure time.</p> <p>(f) Parking facility for staff's vehicles is arranged in the campus, Internet facility is offered by the institution</p> <p>(g) If any staff is in need of any financial support from banks to buy house and vehicles, necessary arrangements will be provided by the college</p>	<p>(a) Ensures financial assistance and participation in the major events like weddings, house warming etc. of the members</p> <p>(b) Provides financial assistance for the medical treatment of staff and their family members.</p> <p>(c) Conducts staff games for enhancing the physical and mental strength of the members.</p> <p>(d) Maintains a "Staff Kuri" for meeting the urgent needs of the staff and non-staffs.</p> <p>(e) Celebrates all type of festivals like Christmas, Onam, Bakrid etc irrespective of religion, caste and creed.</p> <p>(f) Organizes family get together.</p> <p>(g) Appreciates and honours those who achieve excellence in their field.</p> <p>(h) Undertakes charity works collecting an amount of money from the salary of academic and non academic staff and records it as welfare fund for charity works.</p> <p>(i) Occasionally arrange parties to celebrate the special days/moments and it enhances the social interaction between faculty and non faculty members</p>	<p>(i) distributes scholarship benefits to students</p> <p>(ii) disseminates financial support to financially weaker students</p> <p>(iii) circulates study materials, text books to all needy students</p> <p>(iv) Offers uniform to financially weaker students for free of cost.</p> <p>(v) providing rest room facility for female students</p> <p>(vi) providing cooperative store facility for students in order to get text books and other stationery items in subsidies rate</p>

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The college receives funds for its proper functioning from various sources like the Management, PTA, Alumni and the State and Central Governments. The college is having a proper auditing mechanism for effective utilisation of financial resources. But the present scenario arising out of Covid 19 outbreak ceases most of the Government works. Under such circumstances, no audit work has done from the period June 2019 to May 2020. We are expecting the action very soon

Planning and Development Cell: The Planning and Development Cell of the college is responsible for monitoring the proper utilization of these funds, especially in infrastructure. This committee meets in the beginning of every academic year and discusses the infrastructural issues faced by the college. The committee takes initiatives to find out the sources of funds and prepares proposals in advance and will be send to concerned authority. A budget will be prepared for the infrastructural development and the same will be submitted to management for approval. The college is having a proper auditing mechanism for effective utilisation of financial resources. A two-tier auditing system functions in the campus. External Audit Committee: The external Government auditor is appointed by the Department of Collegiate Education, the Accountant General's Office and Local Fund Office.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
List Attached	Nil	Nil
View File		

6.4.3 – Total corpus fund generated

47417035

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	DISHA (DEVELOPMENTAL INITIATIVE FOR SOCIAL AND HEALTH ACTIVITIES) MALAPPURAM	Yes	IQAC- SUB COMMITTE
Administrative	Yes	DISHA (DEVELOPMENTAL INITIATIVE FOR SOCIAL AND HEALTH ACTIVITIES) MALAPPURAM	Yes	IQAC- SUB COMMITTE

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. Setting-up student amenities such as water cooler, napkin vending machine, incinerator and basic furniture. Also, giving financial assistance to the needy students.
2. Awarding scholarships from PTA fund to deserving students of the college. Setting-up of smart class rooms and the beautification of the campus.
3. Creation of amenities like Generator, LCD projector, etc. with the support

of PTA fund.

6.5.3 – Development programmes for support staff (at least three)

1. Personality Development Programme 2. Organisation Culture 3. Guest Relation Management

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Quality circles - created group of Advance learners for whom special training and coaching are given. 2. ICT enabled teaching learning initiatives 3. Implemented department diary 4. Faculty development programmes - Interaction with international figure

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	Yes
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
Nil	List Attached	Nil	Nil	Nil	Nil
View File					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Self defense program For final year students	19/07/2019	19/07/2019	165	0
Self defense program for first year students	05/08/2019	05/08/2019	180	0
Essay Competition on Gender Equity in India	22/10/2019	22/10/2019	17	5
Awareness Class on Gender Equity.	23/10/2019	23/10/2019	128	173
Women in Frames	16/01/2020	16/01/2020	18	30
Respect	27/01/2020	27/01/2020	30	16

Women's Right				
Quiz Competition on Women's Day- Famous Women's of the World	06/03/2020	06/03/2020	42	61
WOMEN RISING- AN INTERACTIVE SESSION- WOMAN'S DAY CELEBRATION	09/03/2020	09/03/2020	64	0

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Environmental Consciousness and Sustainability/Alternate Energy initiatives: 1. Rain water harvesting 2. LED Bulbs 3. Solar Energy Panel 4. Bio-gas Plant 5. Solid, Liquid and E- Waste Management System 6. Percentage of power requirement of the college met by the renewable energy sources: 25 percentages.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	3
Provision for lift	No	0
Ramp/Rails	Yes	3
Braille Software/facilities	Yes	1
Rest Rooms	Yes	3
Scribes for examination	Yes	7
Special skill development for differently abled students	Yes	2
Any other similar facility	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	Nil	1	28/09/2019	1	Awareness Class for Tribal Student	Activity to uplift the local tribals	70
2019	Nil	2	16/12/2019	1	Collection and Handover	To support the needy	85

					g of Palliative Clinic Building Fund	in the community	
2020	Nil	3	26/01/2020	Nil	AYYAL VEETILORU SNEHAMAARAM	Contributing to the local community.	30
2019	1	Nil	03/10/2019	1	Idea presentation on waste management	To solve the problem of waste management in the local area	9
2019	2	Nil	19/08/2019	1	SCHOOL KIT DISTRIBUTION	Support the need	17
2019	3	Nil	29/08/2019	1	INTERACTION WITH AMAL SCHOOL STUDENTS AND KIT DISTRIBUTION	Support the needy	50
2019	4	Nil	04/09/2019	1	ONAM CELEBRATION WITH CHILDREN	Convey the importance of Onam	40
No file uploaded.							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
College Website	01/06/2019	Institution website is uploaded with code of conduct for following stakeholders. 1. Principal 2. Teachers 3. Students The website is also uploaded with unified rules for employees of the State of Kerala (Kerala Service Rule)
College calendar Hand Book	20/07/2019	In the beginning of every academic year the college publish a College Handbook which include the following details 1. Code of Conduct for

Students, Teachers and Parents. 2. College Profile. 3. Details of Faculty and Administrative Staff. 4. General and Library Rules. 5. University Exam Rules. 6. Fee Regulations, Structure, Concession and Scholarships. 6. Details of different clubs and Committees and its Services.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
View File			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Clean Your Class Room: As part of Gandhi Jayanthi celebration, the Womens Development Cell of the college organised a programme called "Clean your Class". The aim of the programme was to give awareness to the students about the importance of cleanliness of their surroundings. Every departments participated with great energy and a heavy completion was their between the classes. At the end S3 Economics won the title. The programme was organised on 03rd October 2019 and 290 students participated in the programme.

"Green Campus Clean Campus": On Environment day the National Service Scheme of the college conducted a programme "Green Campus Clean Campus" for the students. The programme was hosted by Mr. Muneer Agragami, Coordinator of NSS. In the programme students planted trees different parts of the campus. 75 students participated in the programme. The programme was organised on 2nd July 2019 and 75 students participated in it.

Go Green Campaign: After the successful implementation of Plastic Free Campus campaign, the NSS of Amal College introduced another campaign called "Go Green Campaign" aims to introduced cloth bags, eco-friendly product, in the campus and motivate students and teachers to use it for their daily activities. It was a successful programme. The programme was organised on 11/12/2019 and 10 students representatives managed the sales.

Campus Clean: This programme is aimed to keep the campus clean and eco-friendly. Thursday, first week of every month the NSS of Amal College conduct campus cleaning, a batch of 50 NSS volunteers participate in the programme. It will give the students an idea about the importance of cleaning the surroundings. The NSS programme teacher coordinators and student coordinators lead the programme.

"MURIYOOTTI": This programme is organised by NSS unit of Amal Colleg, the programme is an interactive programme on awareness about the environment through NSS Whatsapp group. The main resource person for the programme was Mr. Abdurahiman, Environmentalist students interacted with him in the programme. The main aim of the programme is to provide knowledge about the importance of the environment and their doubt clearance related to it.

Indian Gooseberry Plantation: As part of the World Plantation Day on 21st march 2020, the NSS of Amal College planted 10 Gooseberry Plant in the Campus.

Principal Dr. PM. Abdul Sakir inaugurated the programme. Coordinators Mr. Muneer OK and Nisha S lead the programme, the coordinators explained the students about the benefits of Gooseberry.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

AMAL DISASTER MANAGEMENT AND RESCUE FORCE (ADMRF) [2019-20] The AMAL DISASTER MANAGEMENT AND RESCUE FORCE (ADMRF) is a specialized wing to deal with some special situations like Disasters. The ADMRF is a student-based disaster preparedness, which assists communities to reduce their vulnerability to disasters and strengthen their capacities to resist them. The ADMRF trains the students and make them ready to face any such situation where the community needs assistance to overcome the impact. When disaster occurs the trained student force can respond effectively and can reduce the vulnerability to disaster. When the capacity of local forces to respond and recover from a disaster is overwhelmed the ARAF uses its trained manpower, assets and resources to bring assistance to the communities and local forces. One of the most important tasks of ADMRF is to continuously engage in the community capacity building and public awareness programmes, which includes training. Objectives of the Practice The objective of the ADMRF is To build a safer and disaster resilient society by developing a holistic, proactive, multi-disaster and technology driven strategy for disaster management. This has to be achieved through a culture of prevention, mitigation and preparedness to generate a prompt and efficient response at the time of crisis. ADMRF has proved its importance in achieving this vision by highly skilled, regular and intensive training and re-training, familiarization exercises to a group of 10 students for rescue and relief operations. The Context Last two years nilambur affected with floods, the flood witnessed in August 2019 was worse than the mid-August flood in 2018. The town has been marooned and water has entered hundreds of houses. People moving to the first floor of the house are a common sight in flood-hit regions. This coupled with landslides in the interior forests of Mancheeri and Akambadath resulted in heavy water flow from hillocks. This led to flooding of Karimbuzha and Chaliyar which in turn submerged Nilambur town. The continuous disasters made the government to think of many plans to implement in the district, the college thinks of a solution for the issue and decided to introduce a team of well trained students who can support and handle such situation effectively. The continuous training to students and keeping it for long time will create trained manpower in the society and in future which will help to overcome the situation effectively. The Practice A group of 10 students selected and trained under the guidance of a teacher coordinator. They have been trained in different fields with the help of experts from respective fields. The training areas include disasters (Earth Quake, Land Slide, Forest Fire, and Flood) are First Aid, traffic and road accidents, trauma care. ACTIVITIES The ADMRF of Amal College actively involved in different rescue activities in the district. They have energetically participated in the last years flood relief activities. They have also contributed to the precaution activities and awareness activities of COVID 19 preparedness campaign. Flood relief activities: The ADMRF actively participated in the rescue and relief activities of Nilambur flood. The relief activities which started from 08th August 2019 and continued for one month included Collection and supply of essential materials, cleaning of houses and providing mental support to the flood affected Pandemic relief activities: ADMRF contributed to the COVID 19 awareness programme which Organized awareness classes to students in collaboration with health department and NSS on 10th March 2020. Mask manufacturing and distribution organized in collaboration with NSS. The programme ADMRF is a successful initiative by the college, as it effectively participated in the disaster occurred in the month of august, 2019. They

supported the flood affected area by Collection and supply of essential materials which came from different parts of Kerala. The material collected were segregated and effectively distributed among the needy. Cleaning of flood affected houses is another successful activity completed by the team.

UJJEEVANAM - A Comprehensive Tribal [2019-20] Development Project for Palakkayam Colony Ujjeevanam is a tribal upliftment initiative of Amal College to support and serve a tribal colony nearby the College. As a higher education institution in the locality the college has to perform lot of things to hold up the needy. The Malayalam word "UJJEEVANAM" means elevate which means to lift or move to a higher position. The support from the college for continuous six years made drastic changes in the colony. The people started coming out of their shadows and involve in the initiatives put forward by the programme. During the year the flood and COVID 19 issues affected the project in a slight way and the focus shifted to the recovery from the two disasters. Objectives of the Practice The Three Major Objectives of Ujjeevanam Education: To empower children, women and youth to ensure education. Employability: To train the people to enhance employability skills and technological skills. Emotional Support: To provide human support to the tribal people when challenges arise. The Context As per the UNDP Sustainable Development Goals (SDGs) the priority is to eradicate poverty in the World. While the number of people living in extreme poverty dropped by more than half between 1990 and 2015 - from 1.9 billion to 836 million - too many are still struggling for the most basic human needs. UJJEEVANAM is a conceived and prominent program of Amal College, which support and serve the Tribal community. The college is delimited with many tribal colonies with very basic facilities, and the members are not educated to hack it with present social situations. Lack of proper living facility, educational facility and unhealthy living conditions are the major challenges faced by Palakkayam colony. Exactly as the name of the scheme, our aim is to elevate the tribal community especially inhabitants of Palakkayam colony which is the nearest tribal colony to our college. The Practice As part of the initiative, in 2014 student volunteers and teachers visited two tribal colonies. One is in Chaliyar Gram Panchayat and the other one is in Karulai Gram Panchayat. Students were shocked at the poverty, illiteracy, infant mortality and unemployment of the inhabitants of the colony. Since the Palakkayam colony is in close proximity with the college, it was decided to adopt the village and regular interactions and interpretations followed from 2014 onwards. College council held on 4/07/2014 passed the decision of implementing this best practice. A team of interested volunteers from all programmes is asked to register to this scheme. There is an organizing committee with teacher coordinator to monitor the activities. Three-folded objective of the practice is performed through various activities: Educational Support From a survey conducted by volunteers of Ujjeevanam scheme, it was identified that there are many children in Palakkayam colony who are reluctant to join school. Even if they join school very soon they will be drop outs. This was the most important issue to be solved. We associated with a tribal school teacher Ms Kalyani and started doing activities to change the attitude of inhabitants towards education. During the last one year Three major initiatives were undertaken to provide educational support. 1. GUEST TALKS IN TRIBAL SCHOOLS 2. PUSTHAKAVANDI (MOBILE LIBRARY) 3. TEACH ONE INITIATIVE 4. SPECIAL CLASSES TO STUDENTS WHO LOST SCHOOLS DUE TO FLOOD The programmes conducted during the academic year 2019-20 in the employability enhancement are as follows, 1. PSC COACHING 2. TRIBAL FOODFEST 3. TRAINING SESSION ON COOKING 4. E- LITERACY CAMPAIGN 5. MARKETING OF TRIBAL PRODUCTS Emotional Support One of the major challenge faced by us in promoting tribals was their habit of showing reluctance towards all new things. The basic life style and attitude of tribals is entirely different from other communities. We can make changes in them only by making them emotionally stable and independent. The major highlights during 2019-20 are 1. AWARENESS CAMPAIGN ON COVID 19 2. HOPE- PERSONAL COUNSELING CELL

[mainly to the flood affected family and the loneliness due to COVID 19 lockdown] 3. CULTURAL EVE WITH TRIBES Evidence of Success This development scheme has got its uniqueness in higher education scenario. Students are given training and support to organize socially committed programmes. It's a unique opportunity of students to improve their extracurricular skills as the main agenda of higher education is the overall development of the student. The programme seems to be a success as there has been an improvement in the inhabitants of Palakkayam colony over the last 6 years. 25 beneficiaries from Pallakkayam ST colony are on their way to the literacy 8 students doing graduate degree Enrolment to mobile library by tribal students has increased over the years. 120 insurance coverage 15 tribes benefitted from driving class Presently a student from the colony is doing his final year degree in our college Participatory rural appraisal system is adopted .Introduction of a talking pen to script literacy revolution in tribals. Apart from this, students of our college have taken this initiative as their own and actively take part in this mission The practice has helped in improving the overall development of our students.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

ORPHAN QUOTA- The institutional distinctiveness Introduction Amal College of Advanced Studies is a new generation institution with minority status established in 2005. It is affiliated to the University of Calicut and Aided by the Government of Kerala. The College is run by the Nilambur Muslim Orphanage Committee, Nilambur (Estd. 1969) to impart quality higher education to the people of backward and rural areas. Mission and Vision Amal College is envisioned to be an advanced learning centre that transforms lives, spearheads social empowerment, and inspires individuals to excellence. We dedicate ourselves to provide opportunities for academic, professional, and lifelong learning in an environment of compassion and inclusivity. College is keen on instilling patriotic fervour coupled with global competitiveness. . Amal College of Advanced Studies is the only College in the Nation that reserves 20 out of its total seats to students who are orphans. This is a distinctive practice implemented by the College since its inception in 2005. Being a College with minority status and situated in the backward locality of Nilambur, the Management of Amal College of Advanced Studies realized the necessity of uplifting and providing a window of opportunity for the orphans, destitute and the weak by comprehending the social climate of the locality. For this, incessant efforts were taken by the Management to get sanction from the higher authorities for converting the community reserved seats of the College (20 of the total seats) into orphan reservation category and the result was a promising future for hundreds of students who would have, otherwise, been deprived of any opportunity for Higher Education. This 20 reservation to orphaned students is in addition to the existing reservations for SCs, STs and BPL students in the College. The allocated Community reservation seats for the College is thus converted into Orphan Reservation category and preference is given to the orphan students. If seats remain vacant even after the last orphan candidate from the application list is admitted, those seats in orphan reservation category are allotted to students under Community Reservation. Outcome: The candidates who are orphaned are admitted to the reserved seats through a process in which eligible students are identified through the criteria laid down by the College and ratified by the university. The students

who have thus got admission to the reserved orphan seats have successfully completed their studies and are working in various fields as well as pursuing higher studies. It helps promote and fulfil the Amal Vision of developing the students to face challenges of the time and to shoulder responsibilities of the community service and Nation building, thereby becoming ideal Citizens. This distinctiveness of Amal College of Advanced Studies, by the process of uplifting an orphan through education, in turn, serves to improve the socio-economic status of the related family members and other dependants consolidating their social, cultural and financial capitals, thus materializing the vision of learning in an environment of compassion and inclusivity.

Provide the weblink of the institution

<http://amalcollege.ac.in/>

8.Future Plans of Actions for Next Academic Year

Amal College is envisioned to be an advanced learning centre that transforms lives, spearheads social empowerment and inspires individuals to excellence. We dedicate ourselves to provide opportunities for academic, professional and lifelong learning in an environment of compassion and inclusivity. Amal College of Advanced Studies has a practice of preparing a curricular and non-curricular plan of action at the start of each academic year. IQAC of Amal College has successfully completed its plans for the academic year 2019-2020. It has a well-structured plan for the next academic year which mainly focuses on the areas like online education, skill development, infrastructure development etc. In the beginning of each year IQAC and all the departments, clubs and forums prepare an action plan and college prepares an academic calendar. IQAC monitors and ensures that all activities are carried out as per the plan. As the last academic year ends at the onset of Covid 19, IQAC prepares a distinctive plan for the smooth functioning of curriculum delivery in an effective manner using online platforms. A structured plan is made to promote research culture in the college. In the academic year 2020-21 IQAC plans?

- To equip teachers with new ICT enabled teaching.
- To conduct international webinars by the departments.
- To apply for a new programme in Science.
- To conduct more online courses for teachers.
- To make students register for online courses like Swayam.
- To ensure the effective delivery of curriculum by all the departments.
- To upload more videos in YouTube channel.
- To offer certificate courses by all the departments.
- To offer value added courses by all the departments.
- To train students in web development.
- To train students in app development.
- To promote more placement from campus selection.
- To review and improve the academic performance of students.
- To promote research culture among faculty members.
- To ensure more participation in national and international seminars.
- To ensure paper presentations by PG students.
- To promote green initiatives in the campus.
- To implement alternative energy system.
- To promote more strategic management plans for the students.
- To concentrate more on collaborations, linkages and MoUs.
- To impart quality education through Moodle.
- To facilitate a learner centric environment.
- To construct a new academic and administrative block.
- To restructure computer lab.
- To expand psychology lab.
- To make all the clubs and forums function effectively with more innovative programmes.
- To reach out to the community through various programmes for awareness, involvement and participation to usher in a better society.