

# ANNUAL QUALITY ASSURANCE REPORT

2012-2013

*Submitted to*

**The National Assessment and Accreditation Council**



**PROVIDENCE WOMEN'S COLLEGE**

*(Affiliated to the University of Calicut)*

Reaccredited with 'A' Grade

**KOZHIKODE – 673 009, KERALA**

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## AQAR 2012-2013

<b>1. Kindly provide the details of the Institution</b>	
Name of Institution	Providence Women's College
Year of Establishment of the Institution	1952
Address Line 1	Malaparamba P O
Address Line 2	Kozhikode
City/Town	Kozhikode
State	Kerala
Postal Code	673009
Email Address	providencecollegecalicut@gmail.com
<b>2. NAAC Accreditation/ Reaccreditation Details</b>	
Year of Accreditation/Reaccreditation	2004 , 2011
Current Grade	A
CGPA	3.11
<b>3. Institutional Status</b>	Affiliated Permanent
<b>4. Contact Person Details</b>	
Name of Head of Institution	Dr. (Sr). Kochuthressia C T
Contact Phone	0495 2537155
Email	kancilla8@gmail.com
Website URL	www.providencecollegecalicut.com
Name of IQAC Coordinator	Dr. Mini P Balakrishnan
Email	minipbalakrishnan@gmail.com
<b>SECTION I</b>	
This section is related to Institutional goals, vision and mission, academic programmes and activities, strategies and action plans for Institution building.	

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<b>5. Number of academic programmes existing ( Enter a number; 0 for nil)</b>	
Undergraduate (BA/B.Sc./B.Com etc.)	12
Post Graduate (MA/M.Sc./M.Com etc.)	02
Research Programmes (M.Phil/PhD)	0
Certificate Programmes	5
Professional Programmes	0
Other value added Programmes (Enrichment)	12
Any other Programme offered (Specify)	1 (Diploma in Fashion Designing)
<b>6. Details on Programme Development</b>	
New programmes added during the year	0
New programmes designed	0
Programmes under revision	
Interdepartmental collaborative programmes	0
Inter institutional collaborative programmes	0
Number of review committee recommendations implemented (Total)	0
Number of NAAC peer team recommendations implemented	2
Number of UGC/any other expert committee recommendations implemented	0
Number of NAAC peer team recommendations under implementation	2
Number of UGC/ any other expert committee recommendations under implementation	0
<b>7. Faculty Details</b>	
Total faculty strength required as per norms for all programmes	64 (including Principal)

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Total faculty on rolls	64
Faculty added during the year	05
Faculty positions vacant	4
Faculty left during the year	2
Total number of visiting faculty	0
Total number of guest Faculty	20
<b>8. Qualification of Faculty</b>	
PhD and Above	21
M Phil	21
Masters	64
Any other (Specify)	04
<b>9. Faculty qualification improvement</b>	
PhD awarded to existing faculty	1
M Phil awarded to existing faculty	0
Any other degree awarded to existing faculty	0
<b>10. Administrative Staff Details</b>	
Administrative Staff (Total sanctioned strength)	16 (including Principal)
Administrative Staff(Actual strength)	16
Added during the year of reporting	0
Left during the year	1
Number of posts vacant	0
Technical Support Staff (Total sanctioned strength)	1

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Technical Support Staff(Actual strength)	7
Added during the year	1
Left during the year	1
Number of posts vacant	0
<b>SECTION II</b>	
<p>This section surveys the quality sustenance and development activities during the year taken up by IQAC. It reflects quality management structure, strategies, and processes which would enhance academic quality of the institution as perceived by faculty, students, alumni, and other stakeholders (social perception of the institution) inline with the vision, mission and goals of the institution.</p>	
<b>12 Establishment details</b>	
Year of establishment of IQAC	28/10/2004
<b>13 Composition of IQAC</b>	
Number of IQAC members	11
Number of Alumni in IQAC	0
Number of Students in IQAC	1
Number of Faculty in IQAC	5
Number of Administrative Staff in IQAC	2
Number of Technical staff in IQAC	0
Number of Management Representatives	1
Number of External Experts in IQAC	2
Number of any other Stakeholder and community representative	0
<b>14. IQAC Meetings</b>	
Number of IQAC meetings held during the year	12

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<b>15. Whether Calendar of activities of IQAC formulated for the academic year</b>	Yes
<b>16. IQAC Plans for Development</b>	
Number of academic programmes proposed	03
Number of value added programmes proposed	00
Number of skill oriented programmes proposed	02
Number of faculty competency and development programmes proposed	12
Number of other staff development programmes proposed	01
Number of student mentoring programmes proposed	04
Number of co-curricular activities proposed	48
Number of inter departmental co-operative schemes proposed	0
Number of community extension programmes proposed	35
Any other programmes proposed (Specify)	37(Talks arranged for students)
<b>17 IQAC Plans for development &amp; Implementation</b>	
Number of academic programmes implemented	3
Number of value added programmes implemented	00
Number of skill oriented programmes implemented	01
Number of faculty competency and development programmes implemented	1
Number of other staff development programmes implemented	1
Number of student mentoring programmes implemented	4
Number of co -curricular activities implemented	48
Number of inter departmental co-operative programmes implemented	01
Number of community extension programmes implemented	38
Any other programmes suggested that are implemented (Specify)	0

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<b>18. IQAC Seminars and Conferences</b>	
Number of seminars/ conferences/ workshops organized by IQAC within the Institution	10
Number of participants from the Institution	100
Number of participants from outside	0
Number of external experts invited	01
Number of external conferences/seminars/workshops on institutional quality attended	0
Number of events conducted with IQAC of other institutions as collaborative programmes	0
<b>19. Did IQAC receive any funding from UGC during the year?</b>	<b>No</b>
<b>20. If the response to Qn. 18 is Yes, please provide the amount received from UGC (Input 0 if NA/NIL) Any other source including internal financial support from the management (Specify amount)?</b>	
Amount Received from UGC	0
Amount Received from any other source including the college management	10000
<b>21. Any significant contribution made by IQAC on quality enhancement during current year (Please provide details in bullet format)</b>	
<ul style="list-style-type: none"> <li>• Monthly meetings of the IQAC, and special meetings with the external members were conducted.</li> <li>• Redesigned Feedback Form to be collected from students, to evaluate the college and the faculty</li> <li>• Conducted Frontier Lecture Series, giving faculty the opportunity to present the latest developments in their field of study.</li> <li>• Motivated faculty to participate in seminars outside the state and to publish in peer reviewed international journals</li> <li>• Applied for external funding for research projects and seminars</li> <li>• Urged the management to compile the history of the college to commemorate the</li> </ul>	

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<p>Diamond Jubilee of the college</p> <ul style="list-style-type: none"> <li>• Devised strategies to raise funding from stakeholders for completion of the new PG Block</li> <li>• Initiated procedures to upgrade the Department of Physics in to a Research Centre</li> <li>• Coordinated the annual inspection of the departments by the Apostolic Carmel Educational Society</li> </ul>	
<p><b>SECTION III</b></p>	
<p><b>In this section the events, activities, and outputs in the field of research and academic areas are being surveyed.</b></p>	
<p><b>22. Academic Programmes</b></p>	
Number of new academic programmes developed or designed by faculty	0
Number of faculty members involved in curriculum restructuring/revision/syllabus development	2
Number of programmes in which evaluation process reformation taken up and implemented	12
Number of active teaching days during the current academic year	192
Average percentage of attendance of students	92
Percentage of classes engaged by guest faculty and temporary teachers	7
Number of self financed programmes offered	4
Number of aided programmes offered	14
Number of programmes discontinued during the year	0
<b>23. Whether any systematic student feedback mechanism is in place?</b>	Yes
<p><b>24. Feedback Details</b></p>	
Percentage of courses where student feedback is taken	100
<b>25. Is feedback for improvement provided to the faculty?</b>	Yes



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<b>26. Faculty Research, Projects, and Publication details for the year</b>	
Number of major research projects undertaken during the year	0
Number of minor research projects undertaken during the year	5
Number of major ongoing projects	0
Number of minor ongoing projects	5
Number of major projects completed	1
Number of minor projects completed	2
Number of major project proposals submitted for external funding	
Number of minor project proposals submitted for external funding	8
Number of research publications in peer reviewed journals	12
Number of research publications in international peer reviewed journals	12
Number of research publications in national peer reviewed journals	10
Number of research papers accepted for publication in international peer reviewed journals	2
Number of research papers accepted for publication in national peer reviewed journals	0
Average of impact factor of publications reported	2
Number of books published	3
Number of edited books published	1
Number of books (single authored) published	2
Number of books (coauthored) published	0
Numbers of conferences attended by faculty	51
Number of international conferences attended	3
Number of national conferences attended	48
Number of papers presented in conferences	16
Number of papers presented in international conferences	1
Number of papers presented in national conferences	15
Number of conferences organized by the institution	13

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Number of faculty acted as experts resource persons	21
Number of faculty acted as experts resource persons international	0
Number of faculty acted as experts resource persons national	21
Number of collaborations with international institutions	1
Number of collaborations with national institutions	5
Number of linkages created during the year	1
Total budget for research for current year as a percentage of total Institution budget	30
Amount of external research funding received in the year	Rs.1,16,446
Number of patents received in the year	0
Number of patents applied for in the year	0
Number of research awards/ recognitions received by faculty and research fellows of the institute in the year	0
Number of PhDs awarded during the year	1
Percentage of faculty members invited as external experts/resource persons/reviewers/referees or any other significant research activities	21
<b>SECTION IV</b>	
<b>This section deals with Student Mentoring and Support System existing in the Institution. This includes student activities, mentoring, and opportunities for development and inclusive practices.</b>	
<b>27. Student Details and Support Mechanisms</b>	
The total intake of students for various courses (Sanctioned)	1496
Actual enrollment during the year	1515
Student dropout percentage during the year	3%
Success percentage in the final examination across the courses	84
Number of academic distinctions in the final examination and percentage	70 ; 15%
Number of students who got admitted to institutions of national importance	0
Number of students admitted to institutions abroad	0

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Number of students qualified in UGC NET/ SET	10
Number of students qualified GATE/ CAT/ other examination (Specify)	1
<b>28. Does student support mechanism exist for coaching for competitive examinations?</b>	Yes
<b>29. Student participation, if response is yes to Qn. 27</b>	
Number of students participated	300
<b>30. Does student counseling and guidance service exist?</b>	Yes
<b>31. Student participation, if answer to Qn. 29 is yes</b>	
Number of students participated	150
<b>32. Career Guidance</b>	
Number of career guidance programmes organized	3
Percentage of students participated in career guidance programmes	30%
<b>33. Is there provision for campus placement?</b>	Yes
<b>34. If yes to Qn. 33</b>	
Number of students participated in campus selection programmes	310
Number of students selected for placement during the year	9
<b>35. Does gender sensitization program exist?</b>	Yes
<b>36. If Answer is Yes to Qn 35</b>	
Number of programmes organized	7
<b>37. Student activities</b>	
Number of students participated in external cultural events	167
Number of prizes won by students in external cultural events	102
Number of cultural events conducted by the institute for the students	43
Number of Students participated in international sports and games events	-
Number of Students participated in national level sports and games events	3
Number of Students participated in state level sports and games events	48
Number of Students participated in University level sports and games	48

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events	
Number of prizes won by students in international level sports and games events	0
Number of prizes won by students in national level sports and games events	0
Number of prizes won by students in state level sports and games events	17
Number of prizes won by students in University level sports and games events	22
Number of sports and games events conducted by the institute for the students	4
<b>38. Composition of students</b>	
Percentage of Scheduled Caste	16
Percentage of Scheduled Tribe	4
Percentage of other backward communities	55
Percentage of women students	100
Percentage of physically challenged	0.01
Percentage of rural students	73
Percentage of urban students	27
<b>39. Scholarships and Financial Support</b>	
Number of students availing financial support from the Institution	150
Amount disbursed as financial support from the Institution	1, 24,900
Number of students awarded scholarship from the Institution	58
Number of students received notable national/international achievements/recognition	0
<b>40. Student initiatives</b>	
Number of community up-liftment programmes initiated by students	71
Number of literary programmes initiated by students	35
Number of social action initiatives based on science / environment initiated by students	36
Number of student research initiatives	5

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<b>SECTION V</b>	
<b>This section surveys the Governance and Innovation at the institution related to quality management. The educational management strategies adopted and in practice for achieving the objectives are focused.</b>	
41. Whether perspective plan for overall developmental activities is created?	Yes
42. If the answer for Qn. 40 is yes, is the plan implemented and monitored?	Yes
43. Whether benchmarking is created for Institutional quality management efforts?	Yes
44. If the answer to Question 42 is yes, please list the benchmarking in various areas of development in bullet format	
<p>Action Plan is designed by each department and submitted to the Principal and term wise reports are submitted in order to monitor the progress.</p> <p>Add-On Courses and Certificate Courses are offered by the departments to improve the vocational skill quotient of the students.</p> <p>The progress of the students in these programmes is monitored regularly. The University exams conducted for the Add on Courses provide the facilities for benchmarking.</p>	
<b>45. Is a Management Information System (MIS) in place?</b>	The various sections of the college are being digitized in the move towards developing a Management Information System
<b>46. If answer to question 45 is yes, please provide details of MIS applied to (Enter the respective details corresponding to the serial numbers)</b>	
<p>The following processes are done in a computerized format</p> <ol style="list-style-type: none"> <li>1. Admission</li> <li>2. Administrative procedures including finance and accounts</li> <li>3. Student Scholarships</li> <li>4. Attendance</li> <li>5. Library facilities</li> <li>6. Student feedback</li> </ol>	

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<b>47. Existence of learning resource management</b>	
e-data base in library	Yes
ICT and smart class room	Yes
e-learning sources (e-Books, e-Journals)	Yes
Production of teaching modules	Yes
Interactive learning facilities	Yes
<b>48. Internal resource mobilization: Kindly provide the amount contributed</b>	
Research	87,000
Consultancy and training	-
Student contribution	5,20,000
Alumni contribution	2,00,000
Well-wishers	1,10,00,000
<b>Infrastructure and welfare spending: Please specify the amount</b>	
Amount spent for infrastructure development	13,51,258
Amount spent for student welfare	78,370
Amount spent for staff welfare	50,000
<b>50. Is delegation of authority practiced?</b>	Yes
<b>51. Does grievance redressal cell exist?</b>	
Faculty	Yes
Students	Yes
Staff	Yes
<b>52. Grievances received from faculty and resolved</b>	
Number of grievances received	0
Number of grievances resolved	0
<b>53. Number of grievances received from students and resolved</b>	
Number of grievances received	3
Number of grievances Resolved	3

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<b>54. Number of grievances received from other staff members and resolved</b>	
Number of grievances received	1
Number of grievances Resolved	1
<b>55. Has the Institution conducted any SWOT analysis during the year?</b>	Yes
<b>56. The SWOT analysis was done by internal or by external agency</b>	Internal
<b>57. Kindly provide three identified strengths from SWOT Analysis (in bullet format)</b>	
<ul style="list-style-type: none"> <li>• Value- based education to empower young women and strong mentoring and student support system</li> <li>• Supplementing academic programmes with diverse club activities and theme based residential rural camps</li> <li>• Diamond Jubilee Housing Scheme for the homeless</li> </ul>	
<b>58. Kindly provide three identified weaknesses from the SWOT analysis (in bullet format)</b>	
<ul style="list-style-type: none"> <li>• Being an affiliated college, flexibility to modify / upgrade syllabus and initiate new programmes is limited</li> <li>• Delay in procedures related to appointment to existing vacancies</li> <li>• Lack of funds to complete envisaged programmes</li> </ul>	
<b>59. Kindly provide two opportunities identified from the SWOT analysis (in bullet format)</b>	
<ul style="list-style-type: none"> <li>• Scope for upgradation of many UG departments into PG departments</li> <li>• Many departments can be upgraded as research departments</li> </ul>	

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- Start –up ventures to employ young graduates utilizing the skills acquired

**60. Kindly provide two identified challenges/threats from SWOT analysis (in bullet format)**

- Mushrooming of Arts and Science colleges in the private sector, offering vocational career oriented courses
- Upgrading of curriculum delivery systems to match world standards
- Societal compulsions on women students to compromise on their education in preference for domestic life

**61. Identify any significant progress made by the Institution towards achieving the goals and objectives during the year (list below in bullet format)**

Becoming a Training Partner Institute with the Government of Kerala in the Additional Skill Acquisition Programme, to enhance the employability skills of the youth  
Steady progress in the construction of the new PG Block  
Successful launch of Housing scheme to provide shelter for needy students  
Publication and Release of the Book ‘Common Property Resources and Human Rights; Grassroot politics of Water Struggles in India’, by Dr Rose Mary George, Faculty, Dept of Political Science

**62. How do you perceive the role of NAAC in the quality development of your Institution (Suggestions in bullet format to be given below)**



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The process of accreditation has enabled the college to seek higher goals and set new targets in the stride towards quality improvement and excellence.

Guided by the recommendations for quality enhancements made by the NAAC Peer Teams, the post-accreditation phase has witnessed the all-round growth of the college, the major highlights being;

- Reconstitution of IQAC with more number of External members for consultation.
- Development of computerized mechanism for student feedback by the Computer Science Department.
- Office automation initiated
- Training partner with the Govt. of Kerala in innovative programmes like the Additional Skills Acquisition Programme, Kerala State IT Mission and State Environment Department