



MUHAMMED ABDURAHIMAN MEMORIAL ORPHANAGE (MAMO) COLLEGE

[Govt. Aided First Grade College & Affiliated to University of Calicut.
Re-Accredited by NAAC with A Grade]

OFFICE OF THE PRINCIPAL

DOCUMENTARY PROOF OF ADDITIONAL INFORMATION ON METRIC NO. 6.5.2

METRIC NO. 6.5.2.

**INSTITUTION REVIEWS
ITS TEACHING LEARNING
PROCESSES &
LEARNING OUTCOMES
PERIODICALLY
THROUGH IQAC**



2.2

SECTION

DOCUMENTARY PROOF

**THE DOCUMENTS RELATED TO
VARIOUS MECHANISMS USED TO
ASSESS THE ATTAINMENT OF THE
SLOs**



PRINCIPAL
MUHAMMED ABDURAHIMAN MEMORIAL
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P.O. MANASSERY, MUKKAM - 673602



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THROUGH IQAC**



2.2

SECTION

**DOCUMENTARY PROOF
ORGANIZATIONAL ARRANGEMENTS
FOR ENSURING ATTAINMENT OF
STUDENT LEARNING OUTCOMES**



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METRIC NO. 6.5.2. (QLM) DOCUMENTARY PROOF ORGANIZATIONAL ARRANGEMENTS FOR ENSURING ATTAINMENT OF SLOs

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1. THE COLLEGE COUNCIL

1.1. THE CONSTITUTION OF THE COLLEGE COUNCIL

As per the University Statute, the College Council shall consist of all Heads of Departments or Teacher in charge of the Department including the Department of Physical Education and not less than two members of the teaching staff other than Heads of Departments elected by the members of the teaching staff from among themselves by preferential system of voting. The Librarian of the College shall also be a member in the College Council. Principal is the Chair of the College Council. A member of the Committee acts as Secretary.

The constitution of the College Council during the academic year **2020-21** is shown in **Tables 1**, given below.

Table 1: College Council during the Academic Year 2020-21.

COLLEGE COUNCIL DURING THE ACADEMIC YEAR 2020-21			
Sl. No	Name	Designation	Role
1	Dr. Abbas T. P	Principal	Chairman
2	Mr. Shukoor K. H	Head, Department of Economics	Secretary
3	Dr. Aboobacker Mangattuchali	Vice Principal and Head, Department of Arabic	Member
4	Ms. Beena Cherian	Head, Department of Computer Science	Member
5	Ms. Jyothilakshmi M. P	Head, Department of Statistics	Member
6	Dr. Mini P	Head, Department of Mathematics	Member
7	Dr. Ajmal Mueen M. A	Head, Department of History	Member
8	Ms. Rukkiyya V. P	Head, Department of Physics	Member



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COLLEGE COUNCIL DURING THE ACADEMIC YEAR 2020-21			
Sl. No	Name	Designation	Role
9	Ms. Minnath T. A	Head, Department of Chemistry	Member
10	Dr. Mumthas P. K	Head, Department of Malayalam	Member
11	Dr. Ambili M. K	Head, Department of Hindi	Member
12	Mr. Muhammed Rashid M. P	Head, Department of Commerce	Member
13	Mr. Mujeeburahiman A. K	Head, Department of Physical Education	Member
14	Ms. Hanna Thasneem S.	Head, Department of English	Member
15	Ms. Shareena P.P	Head, Department of Management	Member
16	Mr. Lukman. A	Head, Department of Microbiology	Member
17	Ms. Brijila M. V	Head, Department of Journalism & Mass Communication	Member
18	Ms. Jesbira M	Librarian	Member
19	Mr. Shafi. K. M	Asst. Professor, Department of Physics	Member
20	Mr. Shibu C. G	Asst. Professor, Department of Mathematics	Member

1.2. FUNCTIONS, ROLES & RESPONSIBILITIES OF THE COLLEGE COUNCIL

The functions of the College Council include:

1. To develop and implement policies and strategic plans for the administration of the College



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2. To develop and implement the College's educational philosophy
3. To manage the infrastructural, financial and human resources,
4. To oversee the performance of the College as a whole
5. To oversee the academic and non-academic activities of the College
6. To make and amend by-laws for the College from time to time.

In exercising its functions, the **College Council undertakes** the following:

1. Approves the College's mission, strategic direction, annual budget and academic and non-academic plan
2. Oversees risk management and risk assessment across the College
3. Approves and monitors systems of control and accountability for the College
4. Approves academic and non-academic activities of the College
5. Establishes policies for the College consistent with legal, governmental and university requirements and community expectations
6. Advice the Management and Principal in recruitments and other academic and non-academic matters
7. Regularly reviews its own performance.

Council has adopted a Charter and a Code of Conduct which defines the rights and responsibilities of College Council Members in order to assist them in fulfilling their duties and obligations. College Council Members are required to abide by the provisions of the Charter and Code of Conduct and all potential Council Members are requested to review those documents and confirm their agreement to abide by them.



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In exercising his or her functions, a Council Member must:

1. Act in the best interests of the College as a whole
2. Act honestly, in good faith and for a proper purpose
3. Exercise a reasonable degree of care and diligence
4. Not make improper use of his or her position to gain an advantage for the member or another person
5. Disclose any interest (whether pecuniary or otherwise) that would conflict with the proper exercise of the member's functions and avoid exercising any function that could involve such a conflict of interest.

In general terms there is an expectation that Council Members will:

1. Take an active interest in issues affecting the College, the University and higher education
2. Attend meetings, come well prepared and play an active role in proceedings
3. Relate constructively and respectfully with each other and the senior management of the College
4. Not disclose confidential information that they acquire as a result of their position.
5. Council Members should bring to meetings objective, independent judgment in relation to the matters under consideration, should be prepared to ask incisive, probing questions and should expect to receive accurate, honest answers.



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The success of the College Council will rely on Council Members (individually and collectively) having a sound knowledge and understanding of the College, its services to stakeholders, its educational model, objectives and strategy. Accordingly, regular contact between Council Members and the organisation is important and encouraged. The Council is a governance body that sets and monitors overall strategy, financial and risk management, staffing and other key policies. As a rule Council Members do not get involved in day-to-day operations which are the responsibility of the other bodies, committees, cells and forums. Council Members should regard other committees, cells and forums as their principal sources of information and advice concerning the College. Council Members may communicate with College staff for the purpose of fulfilling their duties and responsibilities. They should also bear in mind the principles of confidentiality and respect the different roles and authority of staff members and act accordingly.

In addition to fulfilling the role and fiduciary duties described above, Council Members should:

1. Attend Council meetings. Under the Act the office of a Council Member becomes vacant if the Council Member is absent from 3 consecutive meetings of the Council of which reasonable notice has been given to the Council Member, unless on leave granted by the Council or if excused by Council for their absence
2. Develop a clear understanding of the role and function of Council and the environment in which the College operates, including a good understanding of the College's mission, strategic plan and culture.
3. Promote the strategic intentions and directions of the College as defined by the Council from time to time
4. Treat other Council Members with courtesy and in a collegial manner



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5. Contribute to the functioning of Council through membership of standing and adhoc Committees of Council and other Committees of the College (as required);
6. Contribute to strengthening relationships of the College with its stakeholders
7. Attend public occasions where the College is being promoted or is a participant.

1.3. COLLEGE COUNCIL'S MEETING SCHEDULES & AGENDA

As per the usual standard schedule, the College Council sits in session for at least 5 times in an academic year for planning, implementing, reviewing and fine-tuning the curricular, co- and extra-curricular activities, teaching-learning-assessment activities, and administrative functioning of the College.

Being the supreme decision-making body of the College, in its meetings, the College council discusses all aspects related to curricular, co- and extra-curricular activities, teaching-learning-assessment activities, infrastructure and students support facilities, faculty empowerment and performance appraisal activities, proper maintenance of institutional resources, administrative functioning of the College, among other things.

The general schedule of the five routine sittings of the College Council and the major agenda items considered for discussion and review are listed below:

- I. **ACADEMIC YEAR-END SITTING:** Towards the end of the every academic year, the College Council sits in sessions (often multiple sessions) to discuss various action taken and review reports submitted by the IQAC **and** the Academic Committee on curricular, co- and extra-curricular



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activities, teaching-learning-assessment activities and administrative functioning of the College, including the review of the strategies it followed to ensure the strict adherence of the teaching-learning-assessment and related activities to the Academic Schedule during the current academic year. The action taken and review reports considered for discussion on various aspects includes:

- (a) Curriculum planning done, including the strategies followed or to be followed to ensure the strict adherence of the teaching-learning-assessment and related activities to the Academic Schedule.
- (b) Academic flexibility provided
- (c) Curriculum enrichment activities implemented.
- (d) Feedback mechanism (feedback collection, analysis, and action-taken) implemented on curriculum, teacher performance, student support, and infrastructural facilities
- (e) Student diversity support
- (f) Teacher quality and availability
- (g) Transparency in evaluation process and reforms in the process
- (h) Support activities for resource mobilization for research
- (i) Support activities for faculty to publish their research outputs
- (j) Support and assistance provided for extension activities
- (k) Support given to Departments to enter into collaborations with industry, research institutions and other institutions of higher learning, governmental and non-governmental organizations, local governments, etc., for faculty exchange, students exchange, internships, field trips, .on-the-job training, research, etc.
- (l) Availability of adequate Physical facilities



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- (m) Making the library available to students as a learning resource
- (n) Availability of adequate IT infrastructure
- (o) Proper maintenance of the campus infrastructure
- (p) Efficiency of Student support services
- (q) Student participation and activities
- (r) Alumni engagement
- (s) Synchronization of the institutional vision, mission and objectives with curricular, co- and extra-curricular activities and programmes of the College
- (t) Support activities for faculty empowerment through
- (u) Status of annual performance appraisal
- (v) Status of financial management and resource mobilization
- (w) Effective, efficient and proactive Internal Quality Assurance mechanism
- (x) Reflection of institutional values in academic and administrative activities.

These detailed review reports will be discussed, ratified, and strategic plans and decisions are taken for improving the effectiveness and efficiency of the teaching-learning-assessment and related activities (including the strategies to ensure the strict adherence of the teaching-learning-assessment and related activities to the Academic Schedule), co- and extra-curricular activities, and administrative functioning of the College.

During the academic year-end meeting, the Council also discusses and finalizes various Action Plans prepared by the IQAC and Academic



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Committee for improving the efficiency and effectiveness of the teaching-learning-assessment and related activities (including the strategies to ensure the strict adherence of the teaching-learning-assessment and related activities to the Academic Schedule), co- and extra-curricular activities, and administrative functioning of the College, for the next academic year. The Action Plans, drafted based on the inputs received from other Constituent Bodies and Cells, will have strategies, plans, and activities for improving the teaching-learning-assessment and related activities (including the strategies to ensure the strict adherence of the teaching-learning-assessment and related activities to the Academic Schedule), co- and extra-curricular activities, and administrative functioning of the College.

The Academic Calendar and the Mater Time Table for the next academic year are also discussed and finalized in the academic year-end meeting of the College Council. The Academic Calendar is prepared in synchronization with that of the affiliating university. Among many other useful information, the Academic Calendar includes start and end of odd and even semesters, schedule for continuous internal assessments, schedule of co- and extra-curricular activities, etc.

Annual Activity Report of the College, consisting of the Activity Reports of the teaching departments, committees, clubs, cells and forums during the current academic year will also be discussed in the academic year-end meetings of the College Council.

II. ACADEMIC YEAR-START SITTING: At the beginning of the every **academic** year (preferably in the first week of June), the College Council sits in sessions to discuss the fine tuning, if any, needed (as suggested by the IQAC Academic Council and other competent bodies) in the Action Plans approved (prepared by IQAC, Academic Committee and



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other competent bodies) in its last academic year-end meeting. The changes in the plans, if any, are communicated to other constituent bodies and cells for implementation.

III. ODD MID-SEMESTER SITTING: In the month of August, the College Council sits in session for the mid-semester (odd semester) review (based on the review reports or inputs it received from the IQAC, Academic Committee, and other competent bodies) of the curricular, co- and extra-curricular activities, teaching-learning-assessment and related activities and administrative functioning of the College. The effectiveness and progress of teaching-learning-assessment activities as per the Academic Schedule, the curriculum delivery process in particular, of the departments are reviewed and suggestion for improvements are made and the same is communicated to the constituent bodies and cells for implementation.

VI. END-SEMESTER SITTING: in the end of the odd semester (preferably in the month of November) the College Council sits in session for reviewing (based on the review reports or inputs it received from the IQAC, Academic Committee, and other competent bodies) the curricular, co- and extra-curricular activities, teaching-learning-assessment and related activities and administrative functioning of the College, curriculum delivery process and adherence to the academic calendar in particular, during the just concluded semester. The areas where the scope for improving the efficiency and effectiveness are identified and suggestions for improving the efficiency and effectiveness are communicated to the constituent bodies and cells for implementation. During the end-semester review meeting, the fine tuning required (as per the suggestions of IQAC, Academic Council and other competent bodies), if any, to the curricular, co- and extra-curricular activities, teaching-learning-assessment and related activities and administrative functioning of the College during the



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forthcoming even semester are made, recorded and communicated to the constituent bodies and cells for implementation.

V. EVEN MID-SEMESTER SITTING In the month of January, the College Council sits in session for its mid-semester (even semester) review (based on the review reports or inputs it received from the IQAC, Academic Committee, and other competent bodies) of the curricular, co- and extra-curricular activities, teaching-learning-assessment and related activities and administrative functioning of the College. The effectiveness of teaching-learning-assessment activities, the curriculum delivery process and adherence to the academic calendar in particular, of the departments are reviewed and suggestion for improvements are made, recorded and the same is communicated to the constituent bodies and cells for implementation.

2. THE INTERNAL QUALITY ASSURANCE CELL

The Internal Quality Assurance Cell (IQAC) serve as the internal quality assurance mechanism of the College. The IQAC plans, guides and monitors Quality Assurance (QA) and Quality Enhancement (QE) activities of the College. The IQAC of the College channelize and systematize the efforts and measures of the College towards academic excellence. The IQAC is the facilitative and participative organ of the College. The IQAC of the College continues to function as a driving force for ushering in quality by working out intervention strategies to remove deficiencies and enhance quality.

2.1. THE CONSTITUTION OF IQAC

The IQAC functions under the Chairmanship of the Principal with heads of important academic and administrative units and a few teachers and a few



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distinguished educationists and representatives of local management and stakeholders. The following is the general composition of the IQAC of the College:

1. Chairperson: Principal
2. Three to eight teachers
3. Office Superintendent
4. One member from the Management
5. One/two nominees from local society, Students and Alumni
6. One/two nominees from Employers/Industrialists/stakeholders
7. One of the senior teachers as the Coordinator of the IQAC

The constitution of the IQAC during the Academic Year 2020-21 is shown in **Tables 2**, given below.

Table 2: IQAC during the Academic Year 2020-21.

IQAC DURING THE ACADEMIC YEAR 2020-21			
Sl. No	Name	Designation	Role
1	Dr. Abbas T. P	Principal	Chairman
2	Dr. Ajmal Mueen M. A	Head, Department of History	Coordinator
3	Ms. Hanna Thasneem	Head, Department of English	Assistant Coordinator
4	Mr. Shafi. K. M	Assistant Professor, Department of Physics	Assistant Coordinator



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IQAC DURING THE ACADEMIC YEAR 2020-21			
Sl. No	Name	Designation	Role
5	Ms. Beena Cherian	Head, Department of Computer Science	Member
6	Dr. Aboobacker Mangattuchali	Vice Principal and Head, Department of Arabic	Member
7	Mr. Shukoor K. H	Head, Department of Economics	Member
8	Mr. Shibu C. G	Assistant Professor, Department of Mathematics	Member
9	Ms. Shameera P	Assistant Professor, Department of Chemistry	Member
10	Mr. Basheer Thattanchery	Office Superintendent	Member
11	Mr. Abdullakoya Haji	Member, Management Committee	Member (Management Representative)
12	Mr. Abdul Razak. P. K	PTA Vice President	Member (PTA & Local Society Representative)
13	Mr. Kunhan Master	Chairman, Mukkam Municipality.	Member (Local Self-Government Representative)
14	Mr. Hasnaul Banna	President, College Alumni	Member (Alumni Representative)
15	Dr. Nazeer	Principal, Farook College (Autonomous), Feroke	Member (External Expert)



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IQAC DURING THE ACADEMIC YEAR 2020-21			
Sl. No	Name	Designation	Role
16	Vacant (Elections to the College Union was not conducted by the University due COVID-19 Restrictions)	Chairman, College Students Union	Member (Student Representative)

2.2. FUNCTIONS, ROLES & RESPONSIBILITIES OF THE IQAC

The IQAC is the principal internal quality assurance mechanism of the College and shall, in addition to all other powers and duties vested in it, have the following powers and duties viz.,

1. Prepare and implement action plan to implement NAAC Peer Team recommendations received by the College during the last accreditation process.
2. Development and application of quality benchmarks/parameters for the various Academic and Administrative activities for quality assurance.
3. Reviews the teaching, learning process, structure and methodology of operations and learning outcome of all the programmes at periodic intervals
4. Organising Workshops, Seminars and Special lectures on quality related themes as well as promotion of Quality Circles.
5. Organization of Annual Induction Programmes for freshers.
6. Conducting Orientation and Training Programmes for Outcome based Education



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7. Introduction of Certificate, Vocational and Skill Programmes for equipping skill based competencies for Employability and Entrepreneurship
8. Structured counselling and Leadership programmes for the College Students Union
9. Ensuring maximum utilization of infrastructural facilities and the available ICT resources.
10. Ensuring the proper implementation of academic calendar.
11. Documentation of the various programmes/activities leading to quality improvement
12. Administering feedback mechanism for the Institution from various Stakeholders
13. Conducting Academic Administrative Audit (AAA) and Curricular Audit annually.
14. Conducting Green Auditing of the Campus.
15. Prepare and implement action plan for improvement automation of Library and administrative facilities.
16. Prepare and implement action plan for strengthening of Library.
17. Prepare and implement action plan for improvement in student supports systems.
18. Prepare and implement action plan for extension and upgradation of Classrooms and Laboratories.



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19. Prepare and implement action plan to inculcate ICT based Teaching-learning process
20. Timely submission of AQAR of the College to NAAC
21. Actively participate and interact in the Review Meetings of the Departments by offering suggestions and creating quality consciousness
22. Effective skill learning, inculcation of values and promotion of research culture for quality enhancement
23. Actively involving in all academic exercises to achieve Academic Excellence.
24. Preparing the College to face the Accreditation, Assessment and Ranking by National Assessment Accreditation Council (NAAC), State Assessment Accreditation Council (SAAC), National Institutional Ranking Frame (NIRF), etc.
25. Dissemination of information through National Survey on Higher Education, All India Survey on Higher Education (AISHE) initiated by Ministry of Human Resource Development.
26. Monitor the well-being of the College in all respects.

2.3. THE IQAC'S MEETING SCHEDULES & AGENDA

As per the normal standard schedule, the IQAC sits in session for at least 5 times in an academic year for planning, implementing, reviewing and fine-tuning the teaching-learning-assessment and related activities (including the strict adherence of the teaching-learning-assessment and related activities to the Academic Calendar), co- and extra-curricular and related activities, infrastructure and students support facilities, faculty empowerment and performance appraisal activities, proper maintenance of institutional resources,



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environmental friendly sustainable green initiatives, and administrative functioning of the College.

Being the body constituted for monitoring and overseeing all the aspects of effective and efficient functioning of the College, the IQAC oversees, monitors and discusses the effectiveness and efficiency of the entire teaching-learning-assessment and related activities (including the strict adherence of the teaching-learning-assessment and related activities to the Academic Calendar), co- and extra-curricular and related activities, infrastructure and students support facilities, faculty empowerment and performance appraisal activities, proper maintenance of institutional resources, environmental friendly sustainable green initiatives, and administrative functioning of the College. The IQAC, in its meetings, discusses, analyses, evaluates all these aspects and prepares review reports, action taken reports for submission and ratification of the College Council. The IQAC also prepares detailed action plans for implementation in the next academic year, with the approval of the College Council.

The general schedule of the five routine sittings of the College Council and the major agenda items considered for discussion and review are listed below:

- I. ACADEMIC YEAR-END SITTING:** Towards the end of the every academic year, the IQAC sits in sessions (often multiple sessions) to discuss, analyse, and evaluate all the aspects related to teaching-learning-assessment and related activities (including the strict adherence of the teaching-learning-assessment and related activities to the Academic Calendar), co- and extra-curricular and related activities, infrastructure and students support facilities, faculty empowerment and performance appraisal activities, proper maintenance of institutional resources, environmental friendly sustainable green initiatives, and administrative functioning of the College. Based on the outcome of the discussions and analyses, the IQAC prepares review reports, action taken reports for



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submission to the College Council for review, discussion and further action. The action taken reports, review reports, and action plans covers the entire activities and functioning of the College.

Regarding the curricular and teaching-learning-assessment related aspects, the strict adherence of the teaching-learning-assessment and related activities to the Academic Calendar in particular, the IQAC involvement focusses in

1. Overview that the meticulous curriculum planning is done by
 - (a) Having a well-planned, well-documented and efficient curriculum delivery mechanism
 - (b) Strict adherence to the academic calendar in course delivery and in implementing the Continuous Internal Assessments (CIA).
 - (c) Promoting and supporting the teacher participation in course design, question paper setting, course assessment and evaluation activities of the College, Affiliating University, other universities and autonomous colleges.
2. Overview that maximum academic flexibility is provided by
 - (a) Promote and support the Departments to fully exploit the flexibilities and potentials of the Choice Based Credit and Semester System to enhance the skill level and employability of the students.
 - (b) Provide support to the Department to offer maximum number of skill-oriented subject related and general certificate and vocational add-on courses.
3. Overview that the curriculum enrichment is done through.



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- 
- (a) Supporting the Departments to integrate the crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.
 - (b) Promote and support the Departments to practice experiential learning through various practices such as project work, case studies, field work, internship, hands-on training, learning-by-doing, learning through community services, learning by engagement, learning through peer and cross-peer groups, learning through students as masters, learning through role plays, etc.
4. Overseeing that a prompt feedback mechanism (feedback collection, analysis, and action-taken) on curriculum, teacher performance, student support, and infrastructural facilities is in place by
- (a) Promptly collecting feedback from relevant stakeholder groups on curriculum, teaching-learning-assessment activities, curricular, co- and extra-curricular activities, infrastructural facilities and administrative functioning of the College.
 - (b) Perform the feedback analysis and report them to the relevant parties involved like Faculty, Heads of the Departments, Coordinators of the Committees/Clubs/Forums/Cells, Management, Boards of Studies and University Syndicate, etc.
 - (c) Prepare action plan for performance improvement in teaching-learning-assessment activities, curricular, co- and extra-curricular activities, infrastructural facilities and administrative functioning of the College based on the information collected from the feedback analysis.



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- 
- (d) Implement the action plan for improvement in teaching-learning-assessment activities, curricular, co- and extra-curricular activities, infrastructural facilities and administrative functioning of the College
 5. Overseeing that the institution is catering to student diversity by providing
 - (a) Support and assistance to Departments to identify slow and advanced learners and to organize special programme for the benefits and slow and advanced learners.
 - (b) Support and assistance to Departments to practice and follow experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences.
 - (c) Support and assistance to Departments to practice and follow ICT-enabled methods for effective teaching, learning and assessment.
 - (d) Support and assistance to Departments for effective implementation of tutorial and mentoring support to students.
 6. Ensuring the teacher quality and availability through
 - (a) Advice the management to fill the vacant posts by expediting the recruitment process.
 - (b) Support and assistance to faculty in acquiring the research degrees, including PhD.
 7. Overview that the transparency in evaluation processes is maintained and reforms in the process are implemented through



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- 
- (a) Ensuring the conduct of the Continuous Internal Assessment through well-planned, well-structured, transparent and robust mechanism as per published academic schedule in a free and fair manner.
 - (b) Having a well-defined transparent mechanism for addressing the grievances, if any, related Continuous Internal Assessment.
 - (c) Ensuring that the Continuous Internal and University Level Assessments aligned to assess attainment levels of the students in terms of Program Educational Objective (PEOs), Program Specific Outcomes (PSOs), Programme Outcomes (POs), Course Outcomes (COs) and Module Outcomes (MOs).
 - (d) Support the Departments to improve their results
 - (e) Ensure that the reforms are implemented in the evaluation processes are implemented by exploiting the potentials of the modern ICT devices, tools, and services.

Besides the above curricular and teaching-learning-assessment activities, involvement of the IQAC in other aspects related to institutional functioning include:

- 8. Support for resource mobilization for research through
 - (a) Support the faculty for applying research grants from governmental and non-governmental agencies.
 - (b) Support and assistance to Departments to organize conferences, seminars, workshops, and other co-curricular activities.
- 9. Support and assistance for faculty to publish their research outputs through



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- 
- (a) Support and motivation to the faculty to publish research findings in CARE listed and other refereed journals and conference proceedings.
 - (b) Support and motivation to the faculty for publishing the knowledge generated by them as books or book chapters.
10. Support and assistance for extension activities through
- (a) Support and assistance to Departments to conduct extension activities involving students in the neighbourhood for sensitizing students to social issues and for their holistic development.
 - (b) Support and assistance to NSS and other clubs and forums to get their members involved in the execution programmes of the government, governmental and non-governmental organizations, including Swach Bharat, AIDS awareness, Pandemic Awareness, Other Health and Hygiene Related Awareness, Awareness on Drug and other material abuse, Gender issues etc.
11. Support and promote the Departments to enter into collaborations with industry, research institutions and other institutions of higher learning, governmental and non-governmental organizations, local governments, etc., for faculty exchange, students exchange, internships, field trips, on-the-job training, research, etc.
12. Ensure that the adequate Physical facilities available by
- (a) Ensuring that the adequate infrastructure and physical facilities (classrooms, laboratories, computing equipment, etc.) are there for teaching-learning-assessment and other related activities.



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- 
- (b) Ensuring that the adequate infrastructure and physical facilities are there for co- and extra-curricular and other related activities, including cultural activities and sports and games (indoor and outdoor) activities, gymnasium, yoga centre, etc.
 - (c) Ensuring that all classrooms and seminar halls are ICT enabled
13. Ensure that the library is available to students as a learning resource by ensuring
 - (a) Automation of library through Integrated Library Management System.
 - (b) Subscriptions to e-learning resources, including e-journals, e-books, e-magazines, and other online learning resources.
 - (c) The procurement of more books and references for library
 - (d) More dailies, magazines, journals, reports and other materials for competitive examination.
 14. Ensure that the adequate IT infrastructure is available through
 - (a) Ensuring that the high-bandwidth Internet connectivity in all the classrooms, library, laboratories, administrative office and teaching departments through WiFi.
 - (b) Ensure that the adequate computing facility in computing labs, digital library section, administrative office and teaching departments, etc.
 15. Ensure that the campus infrastructure is properly maintained by
 - (a) Ensuring that the physical and academic support infrastructure is properly maintained on time.



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- (b) Ensuring that the electrical and electronic equipment, including laboratory, computers, network infrastructure, etc., are properly maintained.

16. Ensuring the proper student support by

- (a) Support the Departments to ensure that all the possible assistance and guidance is given to all eligible students to apply for various scholarships at offer from government, local bodies, non-governmental organization, welfare bodies, alumni, etc.
- (b) Ensure that the additional capacity building and skill enhancement (soft skills, language and communication skills, life skills, ICT skills, etc.) opportunities are given to students for enhancing their employability.
- (c) Ensure that the proper career counselling and additional training for competitive examinations are given to students to help them enter service.
- (d) Ensuring that the student grievances, if any, related to ragging, sexual, mental or physical harassment, etc., are timely redressed by following the standard procedure for redressing the grievance.
- (e) Ensuring that the career guidance and placement assistance and services are given to all eligible students.
- (f) Support and assistance to Departments to conduct awareness programmes on higher educational opportunities and to organize specialized coaching classes for helping the students to crack various entrance tests, to ensure higher rate of student progression.



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17. Support for student participation and activities by
- (a) Support and assistance to the Departments and College Union for ensuring the maximum participation of the talented outstanding students in sports, cultural activities at university/state/national levels.
 - (b) Ensure students representations in Administrative bodies like College Union, IQAC, Grievance Redressal Cell, Students Quality Circles, Women Development Cell, and all other clubs, forums and cells (as student coordinators or student executive members).
 - (c) Support and assistance to Department to encourage students for participation in co- and extra-curricular activities conducted by the College and other institutions of higher learning.
18. Ensuring the alumni engagement by
- (a) Ensuring that the contributions of the general alumni in the developmental activities of the College.
 - (b) Ensuring that the annual meetings of the department-level alumni groups held.
 - (c) Ensuring that the Global alumni meetings are held once in 4 years.
19. Ensuring the synchronization of the institutional vision, mission and objectives with curricular, co- and extra-curricular activities and programmes of the College by
- (a) Ensuring that the institutional governance is reflective of the institutional vision, mission and objectives.



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- (b) Ensuring that next level leadership are groomed by inducting the junior faculty and administrative staff into academic and administrative committees and bodies.
 - (c) Ensuring that the institutional strategic and perspective plans are effectively deployed in its activities and functioning.
 - (d) Ensure the effective and efficient academic and administrative functioning of the College through the institutional policies, administrative setup, appointment and service rules, procedures, etc.
 - (e) Ensure timely and incremental shift to e-governance system.
20. Support and assistance for faculty empowerment through
- (a) Ensure effective welfare measures for staff
 - (b) Support and assistance to faculty to attend academic events like conferences, seminars, workshops, colloquiums, professional development programmes, capability enhancement programmes, etc.
 - (c) Organize periodic professional development, capability enhancement, and administrative training for staff
 - (d) Ensure that the staff are subjected to annual performance appraisal procedure for grooming them through additional training and counselling.
21. Ensure financial management and resource mobilization through
- (a) Ensure that annual internal and external financial audit is done.



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- (b) Work with management to mobilize financial resources.
 - (c) Ensure that the institutional resources are used optimally.
22. Ensure that the an effective, efficient and proactive Internal Quality Assurance mechanism is in place in the College through
- (a) Proactively involving in all quality initiatives and quality sustenance activities of the College.
 - (b) Periodic review of teaching-learning-assessment activities, co- and extra-curricular activities and administrative functioning of the college and proper recording of the performance improvement in these areas.
23. Ensure that the institutional values are reflected in its academic and administrative activates and in students and the graduates/ postgraduates socially responsible through
- (a) Ensuring the gender equality inside the Campus.
 - (b) Promote energy conservation and facilitate use of non-conventional energy sources.
 - (c) Ensure that the Campus follows environmental friendly culture in its policies, practices and activities.
 - (d) Promote water conservation and rain water harvesting
 - (e) Support and assistance for implementing the green campus protocol.
 - (f) Ensure the annual energy auditing
 - (g) Ensure the annual green auditing



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- 
- (h) Ensure that the institutional facilities are disable friendly.
 - (i) Ensure that the institution promotes an inclusive environment by having tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities.
 - (j) Ensure that the students and employees of the institution are sensitized to the constitutional obligations – values, rights, duties and responsibilities of citizens.
 - (k) Ensure that the students, teachers, administrators and other staff follows the institutional code of conduct and conducts periodic awareness programmes in this regard.
 - (l) Ensure that the institution celebrates or observes all national and international commemorative days, events and festivals.

These detailed action taken reports, review reports, and action plan are submitted to the College Council for discussion, ratification, and to develop strategic plans and to make decisions for improving the effectiveness and efficiency of the teaching-learning-assessment and related activities (including the strict adherence of the teaching-learning-assessment and related activities to the Academic Calendar), co- and extra-curricular activities, and administrative functioning of the College, the effectiveness of the curriculum plan and delivery processes in particular.

II. ACADEMIC YEAR-START SITTING: At the beginning of the every academic year preferably in the first week of June), the IQAC sits in sessions to discuss the fine tuning, if any, needed in the Action Plans prepared by the IQAC and approved by the College Council in its last academic year-end meeting. The changes in the plans, if any, are recorded and the same is communicated to the College Council for further action.



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III. ODD MID-SEMESTER SITTING: In the month of August, the IQAC sits in session for the mid-semester (odd semester) review of the curricular, co- and extra-curricular and all related activities, teaching-learning-assessment and all related activities (including the strict adherence of the teaching-learning-assessment and related activities to the Academic Calendar) and administrative functioning of the College. The effectiveness of teaching-learning-assessment activities, the curriculum delivery process in particular, of the departments are reviewed and suggestion for improvements are recorded and the same is submitted to the College Council for further action.

IV. END-SEMESTER SITTING: In the end of the odd semester (preferably in the month of November) the IQAC sits in session for reviewing the curricular, co- and extra-curricular activities, teaching-learning-assessment and related activities (including the strict adherence of the teaching-learning-assessment and related activities to the Academic Calendar) and administrative functioning of the College, curriculum delivery process in particular, during the just concluded semester. The areas where the scope for improving the efficiency and effectiveness are identified and suggestions for improving the efficiency and effectiveness are in those areas are recorded and submitted to the College Council for further action.

V. EVEN MID-SEMESTER SITTING In the month of January, the IQAC sits in session for the mid-semester (even semester) review of the curricular, co- and extra-curricular activities, teaching-learning-assessment and related activities and administrative functioning of the College. The effectiveness of teaching-learning-assessment activities, the curriculum delivery process in particular, of the departments are reviewed and suggestion for improvements are recorded and the same is communicated to the College Council for further action.



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3. THE ACADEMIC COMMITTEE

The Academic Committee is the principal academic body of the College. The Academic Committee is primarily responsible for the maintenance of standards of education, teaching and training, inter departmental co-ordination, research, examinations and tests within the College. All decisions relating to the academic activities and matters of the College are made by the Academic Committee. The statutory decisions relating to the academic activities are implemented subject to the approval of the College Council.

3.1. CONSTITUTION OF THE ACADEMIC COMMITTEE

All the Heads of Departments or teacher in charge of the Department, including the Department of Physical Education, shall be the members of the Academic Committee. The Librarian of the college library shall also be a member in the Academic Committee. The Academic Committee will have a minimum of 4 external members, who are either from academics or from industry. Principal is the Chair of the Academic Committee. A member of the Committee elected as the Secretary.

The constitution of the Academic Committee during the academic year 2020-21 is shown in Tables 3, given below.

Table 3: Academic Committee during the Academic Year 2020-21.

ACADEMIC COMMITTEE DURING THE ACADEMIC YEAR 2020-21			
Sl. No	Name	Designation	Role
1	Dr. Abbas T. P	Principal	Chairman
2	Ms. Beena Cherian	Head, Department of Computer Science	Coordinator



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ACADEMIC COMMITTEE DURING THE ACADEMIC YEAR 2020-21			
Sl. No	Name	Designation	Role
3	Dr. Aboobacker Mangattuchali	Vice Principal and Head, Department of Arabic	Member
4	Mr. Shukoor K. H	Head, Department of Economics	Member
5	Ms. Jyothilakshmi M. P	Head, Department of Statistics	Member
6	Dr. Mini P	Head, Department of Mathematics	Member
7	Dr. Ajmal Mueen M. A	Head, Department of History	Member
8	Ms. Rukkiyya V. P	Head, Department of Physics	Member
9	Ms. Minnath T. A	Head, Department of Chemistry	Member
10	Dr. Mumthas P. K	Head, Department of Malayalam	Member
11	Dr. Ambili M. K	Head, Department of Hindi	Member
12	Mr. Muhammed Rashid M. P	Head, Department of Commerce	Member
13	Mr. Mujeeburahiman A. K	Head, Department of Physical Education	Member
14	Ms. Hanna Thasneem S.	Head, Department of English	Member
15	Ms. Shareena P.P	Head, Department of Management	Member
16	Mr. Lukman. A	Head, Department of Microbiology	Member



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ACADEMIC COMMITTEE DURING THE ACADEMIC YEAR 2020-21			
Sl. No	Name	Designation	Role
17	Ms. Brijila M. V	Head, Department of Journalism & Mass Communication	Member
18	Ms. Jesbira M	Librarian	Member
19	Dr. Lijish V. L	Chairman, Board of Studies in Computer Science (PG), University of Calicut & Head, Department of Computer Science, University of Calicut.	External Member
20	Prof. Abdul Razak	Vice Principal, MES College, Chathamangalam	External Member
21	Faizal M. A	Managing Director, Falooda Nation, Kozhikode	External Member
22	Sri. Kunhan Master	Chairman, Mukkam Municipality	External Member

3.2. FUNCTIONS, ROLES & RESPONSIBILITIES OF THE ACADEMIC COMMITTEE

The Academic Committee is the principal academic body of the College and shall, in addition to all other powers and duties vested in it, have the following powers and duties viz.,

1. To exercise general supervision over the academic work of the College and to give directions regarding methods of instruction, evaluation or research or improvements in academic standards.



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2. To promote research within the institute, acquire reports on such researchers from time to time.
3. To consider matters of academic interest either on its own initiative or at the instance of the College Council and to take proper action there-on.
4. To make arrangements for the conduct of internal examinations in conformity with the bye-laws.
5. To maintain proper standards in the Continuous Internal Assessment.
6. To prescribe courses of study leading to Certificate, Vocational and Skill courses of the College.
7. To suggest measures for departmental co-ordination for academic excellence.
8. To make recommendations to the College Council on (a) measures for improvement of standards of teaching, training and research, (b) institution of Scholarships, Medals, Prizes, etc., and (c) to frame rules covering the academic functioning of the College, discipline, admissions, examinations, award of fellowship and Studentships, Free ships, concessions, attendance, etc.
9. To appoint sub-committees such as CUCBCSS Monitoring Committee, Continuous Internal Assessment Cell, Examination Squad, etc., to execute its academic plans.
10. To consider the recommendations of the sub-committees and to take such action (including making of recommendations to the College Council) as the circumstances on each case may requisite.
11. To take periodical review of the activities of the departments and to take appropriate action (including making of recommendations to the College



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Council) with a view to maintaining and improving the academic standards of the College.

12. To exercise such other powers and perform such other duties as may be conferred or imposed upon it by the rules and bye-laws.
13. To recommend institution of Teaching Posts – Adhoc Teachers, Guest Faculty, etc., to the College Council.
14. To make general arrangements for tutorial or other academic counselling,
15. Academic direction with regard to various strategic opportunities including the College's response to Higher Education initiatives, Strategic Planning, Equality, Diversity and Inclusion activities, etc.

3.3. ACADEMIC COMMITTEE'S MEETING SCHEDULES & AGENDA

As per the normal standard schedule, the Academic Committee sits in session for at least 5 times in an academic year for planning, implementing, reviewing and fine-tuning the teaching-learning-assessment and related activities of the College.

Being the body constituted for monitoring and overseeing all the aspects of effective and efficient execution of the academic, curricular and related activities of the College, the Academic Committee oversees, monitors and discusses the effectiveness and efficiency of the entire teaching-learning-assessment and related activities, completion of the teaching-learning-assessment and related activities as per the Academic Schedule in particular, of the College. The Academic Committee, in its meetings, discusses, analyses, evaluates all these aspects and prepares review reports, action taken reports for submission and ratification by the College Council. The Academic Committee also prepares



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action plans for the academic, curricular and related activities of the College, with the approval of the College Council, for the next academic year.

The general schedule of the five routine sittings of the Academic Committee and the major agenda items considered for discussion and review are listed below:

I. ACADEMIC YEAR-END SITTING: Towards the end of the every academic year, the Academic Committee sits in sessions (often multiple sessions) to discuss, analyse, and evaluate all the aspects related to teaching-learning-assessment and related activities (including the completion of the teaching-learning-assessment and related activities in strict adherence to the Academic Calendar) of the College. Based on the outcome of the discussions and analyses, the Academic Committee prepares review reports, action taken reports for submission to the College Council for review, discussion and further action. The Academic Committee also prepares the detailed action plan, academic schedule and Master Time Table and for implementation for the next academic year. The action taken reports, review reports, and action plans covers the entire activities related to curriculum, teaching-learning-assessment and related activities of the College.

The involvement of the Academic Committee focuses on the following aspects of curriculum, teaching-learning-assessment and related activities:

1. Ensuring that the meticulous curriculum planning is done by
 - (a) Having a well-planned, well-documented and efficient curriculum delivery mechanism
 - (b) Strict adherence to the academic calendar in course delivery and in implementing the Continuous Internal Assessments (CIA).



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- 
- (c) Promoting and supporting the teacher participation in course design, question paper setting, course assessment and evaluation activities of the College, Affiliating University, other universities and autonomous colleges.
 2. Provide and support maximum academic flexibility through
 - (a) Promote and support the Departments to fully exploit the flexibilities and potentials of the Choice Based Credit and Semester System to enhance the skill level and employability of the students.
 - (b) Provide support to the Department to offer maximum number of skill-oriented subject related and general certificate and vocational add-on courses.
 3. Ensuring curriculum enrichment through.
 - (a) Supporting the Departments to integrate the crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.
 - (b) Promote and support the Departments to practice experiential learning through various practices such as project work, case studies, field work, internship, hands-on training, learning-by-doing, learning through community services, learning by engagement, learning through peer and cross-peer groups, learning through students as masters, learning through role plays, etc.
 4. Ensuring prompt curriculum feedback mechanism (feedback collection, analysis, and action-taken) on curriculum and teacher performance by



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- 
- (a) Promptly collecting feedback from relevant stakeholder groups on curriculum and teaching-learning-assessment activities of the College.
 - (b) Perform the feedback analysis and report them to the relevant parties involved like Faculty, Heads of the Departments, Management, Boards of Studies and University Syndicate, etc.
 - (c) Prepare action plan for performance improvement in teaching-learning-assessment activities of the College based on the information collected from the feedback analysis.
 - (d) Implement the action plan for improvement in teaching-learning-assessment activities of the College
5. Ensuring that the institutions is catering to student diversity by providing
- (a) Support and assistance to Departments to identify slow and advanced learners and to organize special programme for the benefits and slow and advanced learners.
 - (b) Support and assistance to Departments to practice and follow experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences.
 - (c) Support and assistance to Departments to practice and follow ICT-enabled methods for effective teaching, learning and assessment.
 - (d) Support and assistance to Departments for effective implementation of tutorial and mentoring support to students.



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- 
6. Ensuring the teacher quality and availability through
 - (a) Advice the management to fill the vacant posts by expediting the recruitment process.
 - (b) Support and assistance to faculty in acquiring the research degrees, including PhD.
 7. Ensuring the transparency in evaluation process and bring in reforms in the process through
 - (a) Ensuring the conduct of the Continuous Internal Assessment through well-planned, well-structured, transparent and robust mechanism as per published academic schedule in a free and fair manner.
 - (b) Having a well-defined transparent mechanism for addressing the grievances, if any, related Continuous Internal Assessment.
 - (c) Ensuring that the Continuous Internal and University Level Assessments aligned to assess attainment levels of the students in terms of Program Educational Objective (PEOs), Program Specific Outcomes (PSOs), Programme Outcomes (POs), Course Outcomes (COs) and Module Outcomes (MOs).
 - (d) Support the Departments to improve the results

These detailed action taken reports, review reports, and action plan are submitted to the College Council for discussion, ratification, and to develop strategic plans and to make decisions for improving the effectiveness and efficiency of the teaching-learning-assessment activities of the College, the effectiveness of the curriculum plan and delivery processes in particular.



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II. ACADEMIC YEAR-START SITTING: At the beginning of the every academic year (preferably in the first week of June), the Academic Committee sits in session to discuss the fine tuning, if any, needed in the Action Plans prepared by it and approved by the College Council in its last academic year-end meeting with regard to the curricular and teaching-learning-assessment and related activities of the College. The changes in the plans, if any, are communicated to the College Council for further action.

III. ODD MID-SEMESTER SITTING: In the month of August, the Academic Committee sits in session for the mid-semester (odd semester) review of the curricular and teaching-learning-assessment and all related activities of the College. The effectiveness of teaching-learning-assessment activities, the curriculum delivery process and adherence to the academic calendar in particular, of the departments are reviewed and suggestion for improvements are recorded and the same is submitted to the College Council for further action.

IV. END-SEMESTER SITTING: In the end of the odd semester (preferably in the month of November) the Academic Committee sits in session for reviewing the curricular and teaching-learning-assessment and related activities of the College, curriculum delivery process and adherence to the academic calendar in particular, during the just concluded semester. The areas where the scope for improving the efficiency and effectiveness are identified and suggestions for improving the efficiency and effectiveness in those areas are recorded and submitted to the College Council for further action.

V. EVEN MID-SEMESTER SITTING: In the month of January, the Academic Committee sits in session for the mid-semester (even semester) review of the curricular and teaching-learning-assessment and related



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activities of the College. The effectiveness of teaching-learning-assessment activities, the curriculum delivery process and adherence to the academic calendar in particular, of the departments are reviewed and suggestion for improvements are recorded and the same is communicated to the College Council for further action.

4. DEPARTMENT COUNCILS

Each major teaching Departments have a Department Council. The Department Council is the governing body of the Department. Department Council is responsible for planning curricular, co- and extra-curricular activities, teaching-learning and assessment activities and administrative functioning of the Department.

4.1. CONSTITUTION OF THE DEPARTMENT COUNCILS

Head of the Department is the Chairman of the Department Council. Besides the all the Faculty Members of the Department, any one member of the IQAC and Academic Committee will be a member of the Department Council.

The College has the following 13 Department Councils

Department Council for Chemistry

Department Council for Commerce

Department Council for Computer Science

Department Council for Economics

Department Council for English

Department Council for History

Department Council for Journalism & Mass Communication



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Department Council for Languages
Department Council for Management
Department Council for Mathematics
Department Council for Microbiology
Department Council for Physical Education
Department Council for Physics

4.2. FUNCTIONS OF THE DEPARTMENT COUNCIL

Besides other functions and responsibilities delegated, the Department Councils are responsible for:

1. Plan the Annual Budgetary provisions and requirements of the Department.
2. Develop, approve and amend internal departmental regulations, which is in conformity of the regulation implemented by the Management, College Council and other upper bodies competent to form and implement regulations.
3. Plan, implement, monitor and review the curricular, co-curricular and extra-curricular activities of the Department.
4. Appoint Tutors and Departmental Committees that are deemed necessary to help carry out departmental responsibilities, duties and functions systematically and efficiently.
5. Plan, implement, monitor and review the Annual Bridge Programme for freshers.
6. Plan, implement, monitor and review the Continuous Internal Assessment mechanism of the Department



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7. Plan, implement, monitor and review the Academic Support mechanism for Slow and Advanced Learners of the Department
8. Plan, implement, monitor and review the Student-Centred Teaching-Learning and Assessment Approaches of the Department
9. Plan, implement, monitor and review the Personal and Mentoring Support mechanism of the Department.
10. Offer Certificate, Vocational and Skill-Oriented short-term programmes for enhancing the Employability and Entrepreneurship.
11. Promote ICT Enabled Teaching, Learning and Assessment Mechanisms within the Department.
12. Manage and maintain stock of the infrastructural, equipment, furniture, and other resources of the Department.
13. Maintain proper, up-to-date records and documentations of all curricular, co-curricular and extra-curricular activities of the College.
14. Manage and Convene Meetings of the class PTAs and Department level Alumni Group.
15. Support College Students Union to organize the activities of the Department Association.
16. Review curriculum based on the feedback received from the stakeholders like students, alumni, parents, employers, peers from other universities, and report the review results to the College Council, IQAC, and Academic Committee for remedy or reporting the same to the University for Further Actions.
17. Report activities of the Department to Management, Principal, College Council, IQAC and Academic Committee, as the case may be.
18. Report the Projected Human and other Resource Requirements of the Department on time to relevant upper bodies/committees.



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19. Support the College for maintaining general cordial culture and discipline inside the Campus and see to it that the department level activities are conducted with minimum possible disruptions to the regular activities of the other departments.
20. Ensure students care, safety and security by all possible measures.
21. Promote excellence through research, innovation and extension.

4.3. DEPARTMENT COUNCIL'S MEETING SCHEDULE & AGENDAS

As per the normal standard schedule, the Department Council of each Department sit in sessions for at least 5 times in an academic year for planning, implementing, reviewing and fine-tuning the teaching-learning-assessment and related activities of the respective Departments.

Being the body responsible for planning, monitoring and overseeing all the aspects of effective and efficient execution of the academic, curricular, co- and extra-curricular and related activities of the Department, the Department Councils plan, oversee, monitor and discuss the effectiveness and efficiency of the entire curricular, co- and extra- curricular activities, teaching-learning-assessment and related activities of the Department. The Department Councils, in their meetings, plan, discuss, analyse, evaluate all these aspects and prepare review reports, action taken reports for submission and ratification of the IQAC/Academic Committee. The Department Council, by adhering to the action plan and the general academic schedule of the College, prepares detailed micro-level academic schedule consisting of course-wise, module-wise, day-wise and hour-wise schedule for implementation in the forthcoming semester or academic year.

The general schedule of the five routine sittings of the Department Councils of



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each Department and the major agenda items considered for discussion and review are listed below:

I. ACADEMIC YEAR-END SITTING: Towards the end of the every academic year, the Department Council of each department sits in sessions (often multiple sessions) to discuss, analyse, and evaluate all the aspects related to teaching-learning-assessment and related activities of the Department. Based on the outcome of the discussions and analyses, the Department Council prepares review reports, action taken reports for submission to the IQAC/Academic Committee for review, discussion and further action. The Department Councils of each Departments also prepare the detailed action plan for their curricular, co- and extra-curricular and teaching-learning-assessment and related activities (including the Department Level Time Tables). The action taken reports, review reports, and action plans covers the entire activities related to curriculum, teaching-learning-assessment and related activities of the Department.

The involvement of the Department Councils focuses on the following aspects of curriculum, teaching-learning-assessment and related activities:

1. Ensuring that the meticulous curriculum planning is done by
 - (a) Having a well-planned, well-documented and efficient curriculum delivery mechanism
 - (b) Strict adherence to the academic calendar in course delivery and in implementing the Continuous Internal Assessments (CIA).
 - (c) Ensure teacher participation in course design, question paper setting, course assessment and evaluation activities of the College, Affiliating University, other universities and autonomous colleges.



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- 
2. Ensure maximum academic flexibility by
 - (a) Fully exploiting the flexibilities and potentials of the Choice Based Credit and Semester System to enhance the skill level and employability of the students.
 - (b) Offering maximum number of skill-oriented subject related and general certificate and vocational add-on courses.
 3. Ensuring curriculum enrichment by
 - (a) Integrating the crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.
 - (b) Ensure the practice of experiential learning through student-centric learning approaches such as project work, case studies, field work, internship, hands-on training, learning-by-doing, learning through community services, learning by engagement, learning through peer and cross-peer groups, learning through students as masters, learning through role plays, etc.
 4. Ensuring prompt feedback mechanism (feedback collection, analysis, and action-taken) on curriculum and teaching-learning-assessment activities by
 - (a) Promptly collecting feedback from relevant stakeholder groups on curriculum and teaching-learning-assessment activities of the Department.
 - (b) Perform the feedback analysis and report them to the relevant parties involved like Faculty, IQAC, Academic Committee, etc.



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- 
- (c) Prepare action plan for performance improvement in teaching-learning-assessment activities of the College based on the information collected from the feedback analysis.
 - (d) Implement the action plan for improvement in teaching-learning-assessment activities of the College
5. Ensuring that the institutions is catering to student diversity by
- (a) Identifying slow and advanced learners and organize special programme for the benefits and slow and advanced learners.
 - (b) Following experiential, participative and problem solving learning methodologies for enhancing learning experiences.
 - (c) Following the ICT-enabled teaching-learning-assessment methods for effective teaching, learning and assessment.
 - (d) Providing effective implementation of tutorial and mentoring support to students.
6. Ensuring the teacher quality through
- (a) Ensure that the teachers undergo periodic refresher, orientation and capability enhancement programmes.
 - (b) Ensure that the teachers acquire higher research degrees.
7. Ensure the transparency in evaluation process and bring in reforms in the process by
- (a) Ensuring the conduct of the Continuous Internal Assessment through well-planned, well-structured, transparent and robust



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mechanism as per the published academic schedule in a free and fair manner.

- (b) Having a well-defined transparent mechanism for addressing the grievances, if any, related Continuous Internal Assessment.
- (c) Ensuring that the Continuous Internal Assessments aligned to assess attainment levels of the students in terms of Program Educational Objective (PEOs), Program Specific Outcomes (PSOs), Programme Outcomes (POs), Course Outcomes (COs) and Module Outcomes (MOs).
- (d) Ensure that the assessment results maximized.

These detailed action taken reports, review reports, and action plan are submitted to the IQAC/Academic Committee for discussion, ratification, and to develop strategic plans and to make decisions for improving the effectiveness and efficiency of the teaching-learning-assessment activities of the Department, the effectiveness of the curriculum plan and delivery processes in particular.

II. ACADEMIC YEAR-START SITTING: At the beginning of the every academic year (preferably in the first week of June), the Department Councils of each Department sit in sessions to discuss the fine tuning, if any, needed in the Action Plans prepared by it and approved by the IQAC/Academic Committee/College Council in its last academic year-end meeting. The changes in the plans, if any, are recorded for implementation and the same is communicated to the IQAC/Academic Committee for information or further action.

III. ODD MID-SEMESTER SITTING: In the month of August, the Department Councils of each Department sits in session for the mid-



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semester (odd semester) review of the curricular and teaching-learning-assessment and all related activities of the Department. The effectiveness of teaching-learning-assessment activities, the curriculum delivery process and adherence to the academic calendar in particular, of the departments are reviewed and suggestions for improvements are recorded for implementation and the same is submitted to the IQAC/Academic Committee for information or further action.

IV. END-SEMESTER SITTING: In the end of the odd semester (preferably in the month of November) the Department Councils of each department sit in sessions for reviewing the curricular and teaching-learning-assessment activities of the Department, curriculum delivery process and adherence to the academic calendar in particular, during the just concluded semester. The areas where the scope for improving the efficiency and effectiveness are identified and suggestions for improving the efficiency and effectiveness in those areas are recorded for implementation and the same is submitted to the IQAC/Academic Committee for information or further action.

V. EVEN MID-SEMESTER SITTING: In the month of January, the Department Councils of each Department sits in session for the mid-semester (even semester) review of the curricular and teaching-learning-assessment activities of the Department. The effectiveness of teaching-learning-assessment and related activities, the curriculum delivery process and adherence to the academic calendar in particular, of the departments are reviewed and suggestions for improvements are recorded for implementation and the same is communicated to the IQAC/Academic Committee for information or further action.



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5. THE CUCBCSS MONITORING CELL

The CUCBCSS (Calicut University Choice Based Credit and Semester System) Monitoring Cell of the College functions under the directives of the University for monitoring the effective implementation of the CUCBCSS Curriculum Delivery and Continuous Internal Assessment processes in the College.

5.1. THE CONSTITUTION OF CUCBCSS MONITORING CELL

The constitution of the CUCBCSS Monitoring Cell follows the guidelines of the affiliating University. As per the guidelines of the affiliating University, Principal will be the chairman of the Cell. One Head of the Department will be the Coordinator of the Cell and all other heads of the departments will be a member of the Cell.

The constitution of the CUCBCSS Cell during the Academic Year 2020-21 is shown in Tables 5, given below.

Table 5: Constitution of the CUCBCSS Monitoring Cell during the Academic Year 2020-21.

Sl. No	Name	Designation	Role
1	Dr. Abbas T. P	Principal	Chairman
2	Ms. Beena Cherian	Head, Department of Computer Science	Coordinator
3	Dr. Aboobacker Mangattuchali	Vice Principal and Head, Department of Arabic	Member
4	Mr. Shukoor K. H	Head, Department of Economics	Member
5	Ms. Jyothilakshmi M. P	Head, Department of Statistics	Member



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Table 5: Constitution of the CUCBCSS Monitoring Cell during the Academic Year 2020-21.

Sl. No	Name	Designation	Role
6	Dr. Mini P	Head, Department of Mathematics	Member
7	Dr. Ajmal Mueen M. A	Head, Department of History	Member
8	Ms. Rukkiyya V. P	Head, Department of Physics	Member
9	Ms. Minnath T. A	Head, Department of Chemistry	Member
10	Dr. Mumthas P. K	Head, Department of Malayalam	Member
11	Dr. Ambili M. K	Head, Department of Hindi	Member
12	Mr. Muhammed Rashid M. P	Head, Department of Commerce	Member
13	Mr. Mujeeburahiman A. K	Head, Department of Physical Education	Member
14	Ms. Hanna Thasneem S.	Head, Department of English	Member
15	Ms. Shareena P.P	Head, Department of Management	Member
16	Mr. Lukman. A	Head, Department of Microbiology	Member
17	Ms. Brijila M. V	Head, Department of Journalism & Mass Communication	Member



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5.2. FUNCTIONS, ROLES & RESPONSIBILITIES OF THE CUCBCSS MONITORING CELL

The specific functions of the CUCBCSS Monitoring Cell include:

- To ensure the effective curriculum delivery process at the College by following the CUCBCSS Curriculum Guidelines of the University.
- To ensure that Continuous Internal Assessments are done systematically and in a free and fair manner, as per the CUCBCSS Curriculum Guidelines of the University.
- To ensure that the elective and open courses at offer are published in advance and the students are given freedom to exercise their choices in selecting the elective and open courses.
- To ensure that the required learning hours specified in the curriculum is obtained for each courses.
- To conduct CUCBCSS awareness sessions in the Bridge Programme organized for the UG and PG freshers.
- To address the grievances, if any, of the students regarding various aspects of CUCBCSS implementation, including issues related to readmissions, repeat semester and Continuous Internal Assessment.

5.3. CUCBCSS MONITORING CELL's MEETING SCHEDULES AND AGENDAS

The general schedule of the five routine sittings of the CUCBCSS Cell and the major agenda items considered for discussion and review are listed below:



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I. ACADEMIC YEAR-END SITTING: Towards the end of the every academic year, the CUCBCSS Monitoring Cell sits in sessions to discuss, analyse, and evaluate all the aspects related to CUCBCSS curriculum delivery, conduct of CIA and related activities of the Departments. Based on the outcome of the discussions and analyses, the CUCBCSS Monitoring Cell prepares review reports, action taken reports for submission to the Academic Committee for review, discussion and further action. The CUCBCSS Monitoring Cell also prepares the detailed action plan for curriculum delivery and the conduct of CIA and related activities for the next academic year. The action taken reports, review reports, and action plans covers the entire activities related to the CUCBCSS curriculum delivery, conduct of CIA and related activities of the College.

The CUCBCSS Monitoring Cell focuses on the following aspects of the CUCBCSS Curriculum and related activities:

- To ensure the effective curriculum delivery process at the College by following the CUCBCSS Curriculum Guidelines of the University.
- To ensure that Continuous Internal Assessments are done systematically and in a free and fair manner, as per the CUCBCSS Curriculum Guidelines of the University.
- To ensure that the elective and open courses at offer are published in advance and the students are given freedom to exercise their choices in selecting the elective and open courses.
- To ensure that the required learning hours specified in the curriculum is obtained for each courses.
- To conduct CUCBCSS awareness sessions in the Bridge Programme organized for the UG and PG freshers.



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- f) To address the grievances, if any, of the students regarding various aspects of CUCBCSS implementation, including issues related to readmissions, repeat semester and Continuous Internal Assessment.

These detailed action taken reports, review reports, and action plan are submitted to Academic Committee for discussion, ratification, and to develop strategic plans and to make decisions for improving the effectiveness and efficiency of the CBCSS curriculum delivery, conduct of CIA and related activities of the College.

- II. ACADEMIC YEAR-START SITTING:** At the beginning of the every academic year (preferably in the first week of June), the CUCBCSS Monitoring Cell sits in sessions to discuss the fine tuning, if any, needed in the Action Plans prepared by it for the curriculum delivery, conduct of CIA and related activities. The changes in the plans, if any, are recorded for implementation and the same is communicated to the Academic Committee for information or further action.
- III. ODD MID-SEMESTER SITTING:** In the month of August, the CUCBCSS Monitoring Cell sits in sessions for the mid-semester (odd semester) review of the curriculum delivery, CIA and related activities of the Departments. The effectiveness of the curriculum delivery, CIA activities, the adherence to the academic calendar in particular, of the departments are reviewed and suggestions for improvements are recorded for implementation and the same is submitted to the Academic Committee for information or further action.
- IV. END-SEMESTER SITTING:** In the end of the odd semester (preferably in the month of November), the CUCBCSS Monitoring Cell sits in sessions for reviewing the curriculum delivery, CIA and related activities of the Departments, during the just concluded semester. The areas where the scope for improving the efficiency and effectiveness are identified and



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suggestions for improving the efficiency and effectiveness in those areas are recorded for implementation and the same is submitted to the Academic Committee for information or further action.

- V. EVEN MID-SEMESTER SITTING:** In the month of January, the CUCBCSS Monitoring Cell sits in session for the mid-semester (even semester) review of the curriculum delivery, CIA and related activities of the Departments. The effectiveness of CIA and related activities of the departments are reviewed and suggestions for improvements are recorded for implementation and the same is communicated to the Academic Committee for information or further action.

6. THE CIA MONITORING & REPORTING CELL

The Continuous Internal Assessment (CIA) Monitoring and Reporting Cell plans, implements, reviews the continuous assessment mechanism of the UG and PG programmes. The Cell ensures that the assessments are done free and fair manner, maintaining the quality standards to assess the attainment levels of the students as prescribed by the Programme Specific Objectives (PSOs), Programme Outcomes (POs), Course Outcome (COs) and Module Outcomes (MOs). The Cell also ensures that the reports of the continuous assessment of various departments are submitted to University on time.

6.1. THE CONSTITUTION OF CIA MONITORING AND REPORTING CELL

The College Principal is the Chair of the Cell. All HoDs are the members of the Cell. One senior faculty each from UG and PG sections coordinates the submission of continuous assessment reports of the undergraduate programmes and postgraduate programmes.



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The constitution of the CIA Monitoring & Reporting Cell during the Academic Year 2020-21 is shown in Tables 6, given below.

Table 6: Constitution of the CIA Monitoring & Reporting Cell during the Academic Year 2020-21.

Sl. No	Name	Designation	Role
1	Dr. Abbas T. P	Principal	Chairman
2	Ms. Beena Cherian	Head, Department of Computer Science	Coordinator of UG Programme
3	Mr. Farvees D	Coordinator of the PG Department of Chemistry	Coordinator of PG Programme
4	Dr. Aboobacker Mangattuchali	Vice Principal and Head, Department of Arabic	Member
5	Mr. Shukoor K. H	Head, Department of Economics	Member
6	Ms. Jyothilakshmi M. P	Head, Department of Statistics	Member
7	Dr. Mini P	Head, Department of Mathematics	Member
8	Dr. Ajmal Mueen M. A	Head, Department of History	Member
9	Ms. Rukkiyya V. P	Head, Department of Physics	Member
10	Ms. Minnath T. A	Head, Department of Chemistry	Member
11	Dr. Mumthas P. K	Head, Department of Malayalam	Member
12	Dr. Ambili M. K	Head, Department of Hindi	Member



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Table 6: Constitution of the CIA Monitoring & Reporting Cell during the Academic Year 2020-21.

Sl. No	Name	Designation	Role
13	Mr. Muhammed Rashid M. P	Head, Department of Commerce	Member
14	Mr. Mujeeburahiman A. K	Head, Department of Physical Education	Member
15	Ms. Hanna Thasneem S.	Head, Department of English	Member
16	Ms. Shareena P.P	Head, Department of Management	Member
17	Mr. Lukman. A	Head, Department of Microbiology	Member
18	Ms. Brijila M. V	Head, Department of Journalism & Mass Communication	Member

6.2. FUNCTIONS, ROLES & RESPONSIBILITIES OF THE CIA MONITORING & REPORTING CELL

The specific functions of the CIA Monitoring & Reporting Cell include:

- To ensure that the Continuous Internal Assessments are done systematically and as per the CUCBCSS Regulations of the Affiliating University by maintaining the quality standards to assess the attainment levels of the students as prescribed by the Programme Specific Objectives (PSOs), Programme Outcomes (POs), Course Outcome (COs) and Module Outcomes (MOs).
- To ensure that the reports of the Continuous Internal Assessments are uploaded to the University on time.



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- To address the grievances, if any, of the students regarding the conduct of the Continuous Internal Assessment.

6.3. CIA MONITORING & REPORTING CELL'S MEETING SCHEDULE AND AGENDAS

The general schedule of the five routine sittings of the CUCBCSS Cell and the major agenda items considered for discussion and review are listed below:

- ACADEMIC YEAR-END SITTING:** Towards the end of the every academic year, the CIA Monitoring & Reporting Cell sits in sessions to discuss, analyse, and evaluate all the aspects related to conduct of CIA and related activities of the College. Based on the outcome of the discussions and analyses, the CIA Monitoring & Reporting Cell prepares review reports, action taken reports for submission to the Academic Committee for review, discussion and further action. The CIA Monitoring & Reporting Cell also prepares the detailed action plan for the conduct of CIA and related activities for the next academic year. The action taken reports, review reports, and action plans covers the entire activities related to the conduct of CIA and related activities of the College.

The CIA Monitoring & Reporting Cell focuses on the following aspects of the CIA and related activities:

- a) To ensure that the Continuous Internal Assessments are done systematically and as per the CUCBCSS Regulations of the Affiliating University by maintaining the quality standards to assess the attainment levels of the students as prescribed by the Programme Specific Objectives (PSOs), Programme Outcomes (POs), Course Outcome (Cos) and Module Outcomes (MOs).
- b) To ensure that the reports of the Continuous Internal Assessments are uploaded to the University on time.



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- c) To address the grievances, if any, of the students regarding the conduct of the Continuous Internal Assessment.

These detailed action taken reports, review reports, and action plan are submitted to Academic Committee for discussion, ratification, and to develop strategic plans and to make decisions for improving the effectiveness and efficiency of the conduct of CIA and related activities of the College.

II. ACADEMIC YEAR-START SITTING: At the beginning of the every academic year (preferably in the first week of June), the CIA Monitoring & Reporting Cell sits in sessions to discuss the fine tuning, if any, needed in the Action Plans prepared by it for the conduct of CIA and related activities. The changes in the plans, if any, are recorded for implementation and the same is communicated to the Academic Committee for information or further action.

III. ODD MID-SEMESTER SITTING: In the month of August, the CIA Monitoring & Reporting Cell sits in sessions for the mid-semester (odd semester) review of the conduct of CIA and related activities of the Departments. The effectiveness of the CIA activities, the adherence to the academic calendar in particular, of the departments are reviewed and suggestions for improvements are recorded for implementation and the same is submitted to the Academic Committee for information or further action.

IV. END-SEMESTER SITTING: In the end of the odd semester (preferably in the month of November), the CIA Monitoring & Reporting Cell sits in sessions for reviewing the conduct of CIA and related activities of the Departments, during the just concluded semester. The areas where the scope for improving the efficiency and effectiveness are identified and suggestions for improving the efficiency and effectiveness in those areas are



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recorded for implementation and the same is submitted to the Academic Committee for information or further action.

- V. EVEN MID-SEMESTER SITTING:** In the month of January, the CIA Monitoring & Reporting Cell sits in session for the mid-semester (even semester) review of the conduct of CIA and related activities of the Departments. The effectiveness of CIA and related activities of the departments are reviewed and suggestions for improvements are recorded for implementation and the same is communicated to the Academic Committee for information or further action.

7. THE INTERNAL EXAMINATION CELL

The Internal Examination Cell, in consultation with the teaching Departments, coordinates the conduct of internal assessment tests. In a semester, generally, at least one Internal Test component of the Continuous assessment is done centralized fashion, wherein all the students of the College will have their respective continuous internal tests and seats are arranged as in university examination.

7.1. CONSTITUTION OF THE EXAMINATION CELL

Coordinator(s) and members of the Cell are selected every year by the IQAC with ratification of College Council. Normally, the activities of the Cell is coordinated by a Faculty Coordinator and assisted by a team of faculty consisting of 5-10 members.

Constitution of the Examination Cell during the Academic Year from 2020-21 is shown in Tables 7, given below.



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Table 7: Constitution of the Internal Examination Cell during the Academic Year 2020-21.

Sl. No	Name	Designation	Role
1	Ms. Jyothilakshmi. M. P	Head, Department of Statistics	Coordinator
2	Ms. Reshma Sebastian	Assistant Professor, Department of Chemistry	Joint Coordinator
3	Ms. Sana M. A	Assistant Professor, Department of Microbiology	Assistant Coordinator
4	Ms. Amrutha. P	Assistant Professor, Department of Microbiology	Assistant Coordinator
5	Ms. Raeesa T. M	Assistant Professor, Department of Computer Science	Assistant Coordinator
6	Ms. Shuhaina T	Assistant Professor, Department of Physics	Assistant Coordinator
7	Ms. Varsha K. K	Assistant Professor, Department of Physics	Assistant Coordinator
8	Ms. Saranya E. P	Assistant Professor, Department of Chemistry	Assistant Coordinator
10	Ms. Juvairiya P	Assistant Professor, Department of Chemistry	Assistant Coordinator



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7.2. FUNCTIONS, ROLES & RESPONSIBILITIES OF THE INTERNAL EXAMINATION CELL

The specific functions of the Internal Examination Cell include:

- Prepare the combined Internal Examination Schedule and distribute to the students and faculty.
- Collect the Question Papers of the Internal Examination from faculty and ensure that the Question Papers are as per the standard question paper setting guidelines of the College.
- Prepare sets of Question papers.
- Ensure the free and fair Conduct of the Internal Examination.
- Distribute the Answer Scripts to the faculty for evaluation.

7.3. INTERNAL EXAMINATION CELL'S MEETING SCHEDULE AND AGENDAS

The general schedule of the five routine sittings of the Internal Examination Cell and the major agenda items considered for discussion and review are listed below:

- I. ACADEMIC YEAR-END SITTING:** Towards the end of the every academic year, the Internal Examination Cell sits in sessions to discuss, analyse, and evaluate all the aspects related to conduct of CIA and related activities of the College. Based on the outcome of the discussions and analyses, the Internal Examination Cell prepares review reports, action taken reports for submission to the Academic Committee for review, discussion and further action. The Internal Examination Cell also prepares the detailed action plan for the conduct of CIA and related activities for the next academic year. The action taken reports, review reports, and action



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plans covers the entire activities related to the conduct of CIA and related activities of the College.

The Internal Examination Cell focuses on the following aspects of the CIA and related activities:

- Prepare the combined Internal Examination Schedule and distribute to the students and faculty.
- Collect the Question Papers of the Internal Examination from faculty and ensure that the Question Papers are as per the standard question paper setting guidelines of the College.
- Prepare sets of Question papers.
- Ensure the free and fair Conduct of the Internal Examination.
- Distribute the Answer Scripts to the faculty for evaluation..

These detailed action taken reports, review reports, and action plan are submitted to Academic Committee for discussion, ratification, and to develop strategic plans and to make decisions for improving the effectiveness and efficiency of the conduct of CIA and related activities of the College.

II. ACADEMIC YEAR-START SITTING: At the beginning of the every academic year (preferably in the first week of June), the Internal Examination Cell sits in sessions to discuss the fine tuning, if any, needed in the Action Plans prepared by it for the conduct of CIA and related activities. The changes in the plans, if any, are recorded for implementation and the same is communicated to the Academic Committee for information or further action.

III. ODD MID-SEMESTER SITTING: In the month of August, the Internal Examination Cell sits in sessions for the mid-semester (odd semester)



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review of the conduct of CIA and related activities of the Departments. The effectiveness of the CIA activities of the departments are reviewed and suggestions for improvements are recorded for implementation and the same is submitted to the Academic Committee for information or further action.

IV. END-SEMESTER SITTING: In the end of the odd semester (preferably in the month of November), the Internal Examination Cell sits in sessions for reviewing the conduct of CIA and related activities of the Departments, during the just concluded semester. The areas where the scope for improving the efficiency and effectiveness are identified and suggestions for improving the efficiency and effectiveness in those areas are recorded for implementation and the same is submitted to the Academic Committee for information or further action.

V. EVEN MID-SEMESTER SITTING: In the month of January, the Internal Examination Cell sits in session for the mid-semester (even semester) review of the conduct of CIA and related activities of the Departments. The effectiveness of CIA and related activities of the departments are reviewed and suggestions for improvements are recorded for implementation and the same is communicated to the Academic Committee for information or further action.

8. DEPARTMENT LEVEL CIA MONITORING & GR CELL

The Department Level Continuous Internal Assessment Monitoring & Grievance Redressal (CIAM & GR) Cell plan, implement, review and fine-tune the continuous assessment and related activities of the respective Departments.



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A senior faculty of the Department, preferably one other than HoD, be the coordinator of the Cell. The Department council nominates other members of the Cell.

Being the body responsible for planning, monitoring and overseeing all the aspects related to conduct of the Continuous Internal Assessment & Grievance Redressal, the CIAM & GR Cells of the respective departments plan, oversee, monitor and discuss the effectiveness and efficiency of the CIA and related activities of the respective Departments.

The Department level CIAM & GR Cells, in their meetings, plan, discuss, analyse, evaluate all these aspects and prepare review reports, action taken reports for submission and ratification of the respective Department Councils. The Department level CIAM & GR Cells, by adhering to the action plan and the general academic schedule of the Department, prepares detailed CIA Schedules, Strategies, Rubrics of Internal Assessments, Evaluation and Results Declaration Schedules, Grievance Redressal Strategies for implementation in the forthcoming semester and/or academic year.

As per the normal standard schedule, the CIAM & GR Cells of each Department sit in sessions for at least 5 times in an academic year for planning, implementing, reviewing and fine-tuning the continuous assessment and related activities of the respective Departments.

The general schedule of the five routine sittings of the Department Level CIAM & GR Cells of each Department and the major agenda items considered for discussion and review are listed below:

- I. ACADEMIC YEAR-END SITTING:** Towards the end of the every academic year, the Department Level CIAM & GR Cells of each department sit in sessions (often multiple sessions) to discuss, analyse, and evaluate all the aspects related to CIA and related activities of the Department. Based



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on the outcome of the discussions and analyses, the Department Level CIAM & GR Cell prepares review reports, action taken reports for submission to the Department Council for review, discussion and further action. The Department Level CIAM & GR Cells also prepare the detailed action plan for the conduct of CIA and related activities. The action taken reports, review reports, and action plans covers the entire activities related to the conduct of CIA and related activities of the Department.

The Department Level CIAM & GR Cells focuses on the following aspects of the conduct of CIA and related activities:

1. Ensuring that the meticulous planning of the CIA and related activities by
 - (a) Having a well-planned, well-documented and efficient mechanism and schedule in sync with Academic Schedule of the College for the conduct of CIA.
 - (b) Having meticulously decided of the CIA Components and their Rubrics well in advance and include in the Course Files for communicating them promptly to students concerned.
 - (c) Strict adherence to the academic schedule in implementing the CIA and related activities.
2. Ensure that the quality standards of CIA, by
 - (a) Ensure that CIA is done fairly to assess the attainment levels COs, POs and PSOs.
 - (b) Ensure that question papers, assignments and course work assignments given to students are actually helpful in attaining and assessing the COs, POs and PSOs.



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- 
- (c) Ensure that the evaluations are done fairly without any kinds of bias.
 3. Ensure free and fair conduct of the CIA components, in strict adherence to the academic calendar, by
 - (a) Conducting the CIA components as per the pre-prepared academic calendar and as per the CIA Guidelines of the College and the University.
 - (b) Announces the schedule of the conduct of CIA components well in advance to allow the students to prepare for CIA components.
 - (c) Conduct the CIA components, as per the declared schedule and format, and in a free and fair manner, without any favouritism or discrimination.
 - (d) Deciding on re-conduct of the Internal Components for students who were absent in certain CIA Components for genuine reasons
 4. Ensuring timely publication of the results of the CIA by
 - (a) Completion of the evaluation and publication of the results of the CIA components as per the academic schedule.
 - (b) Compilation of the CIA components of each courses and announcing the final CIA results for verification by the students and to address the grievances, if any, before uploading the final results to university CIA portal.
 5. Ensuring the prompt uploading of final CIA Report to the University Portal by



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- 
- (a) Promptly upload the Final CIA reports of each classes.
 - (b) Get the draft reports signed by the students for ensuring the transparency and correctness.
 - (c) Submit the final CIA report.

These detailed action taken reports, review reports, and action plan are submitted to respective Department Councils for discussion, ratification, and to develop strategic plans and to make decisions for improving the effectiveness and efficiency of CIA and related activities of the Department.

II. ACADEMIC YEAR-START SITTING: At the beginning of the every academic year (preferably in the first week of June), the Department Level CIAM & GR Cells sit in sessions to discuss the fine tuning, if any, needed in the Action Plans prepared by it for the conduct of CIA and related activities. The changes in the plans, if any, are recorded for implementation and the same is communicated to the respective Department Councils for information or further action.

III. ODD MID-SEMESTER SITTING: In the month of August, the Department Level CIAM & GR Cells sit in sessions for the mid-semester (odd semester) review of the CIA and related activities of the Department. The effectiveness of CIA activities, the adherence to the academic calendar in particular, of the respective departments are reviewed and suggestions for improvements are recorded for implementation and the same is submitted to the respective Department Councils for information or further action.

IV. END-SEMESTER SITTING: In the end of the odd semester (preferably in the month of November), the Department Level CIAM & GR Cells sit in sessions for reviewing the CIA and related activities of the Department,



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during the just concluded semester. The areas where the scope for improving the efficiency and effectiveness are identified and suggestions for improving the efficiency and effectiveness in those areas are recorded for implementation and the same is submitted to the Department Council for information or further action.

- V. **EVEN MID-SEMESTER SITTING:** In the month of January, the Department Level CIAM & GR Cells sits in session for the mid-semester (even semester) review of the CIA and related activities of the Department. The effectiveness of CIA and related activities of the departments are reviewed and suggestions for improvements are recorded for implementation and the same is communicated to the Department Council for information or further action.

9. COLLEGE LEVEL CIA GRIEVANCE REDRESSAL CELL

The College level Grievance Redressal Cell is responsible for redressing the CIA related grievances, if any, that cannot be redressed at Department Level. The College level grievance redressal committee comprising of student adviser, two senior teachers, two staff council members (one shall be elected member) and elected representative of students (College Union Chairperson) as members and Principal as Chairman. The grievance, if any, forwarded by the Department must be handled the College Level Grievance Redressal Committee and the grievances, if any, that cannot be redressed at the College level must be forwarded for the consideration of the University Level Grievance Redressal Committee.

The specific functions of the College Level Grievance Redressal Cell include:



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- Redress the CIA related grievances, if any, that cannot be handled at the Department Level.
- Forward the CIA related grievances, if any, to the University CIA Grievance Redressal Committee, which cannot be handled at the College Level.



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METRIC NO. 6.5.2.

**INSTITUTION REVIEWS
ITS TEACHING LEARNING
PROCESSES &
LEARNING OUTCOMES
PERIODICALLY
THROUGH IQAC**



2.2

SECTION

DOCUMENTARY PROOF

THE END SEMESTER ASSESSMENT FOR ENSURING ATTAINMENT OF STUDENT LEARNING OUTCOMES



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METRIC NO. 6.5.2.

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2.2

SECTION

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UG CBCSS REGULATION UNIVERSITY OF CALICUT [CBCSSUG 2019]



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UNIVERSITY OF CALICUT

Abstract

General and Academic - CBCSS UG Regulations 2019 - Choice Based Credit Semester System - Regulations for all UG Programmes under CBCSS - Regular and SDE/Private Registration with effect from 2019 admissions - Modification in Clause 4.7 and 4.10 - Approved - Orders issued.

G & A - IV - J

U.O.No. 19066/2021/Admn

Dated, Calicut University.P.O, 01.12.2021

- Read:-*1. U.O No. GA I/J2/3601/08(Vol.II) dated 19.06.2009
2. U.O.No. 3797/2013/CU dated 07.09.2013
3. U.O No. 4368/2019/Admn dated 23.03.2019
4. U.O No. 15324/2019/Admn dated 30.10.2019
5. U.O No. 18084/2019/Admn dated 28.12.2019
6. U.O.No. 10662/2020/Admn dated 13.11.2020
7. U.O.No. 4341/2021/Admn dated 12.04.2021
8. Item No. 10 in the minutes of the meeting of Steering Committee on CBCSS UG 2019 held on 29.07.2021
9. Item No.III.255 in the LXXXII meeting of Academic Council held on 24.09.2021 and Special Meeting held on 08.10.2021
10. Item No.III.6 in the minutes of the Ordinary Meeting of Senate held on 28.10.2021
11. Orders of Vice Chancellor in the file of even no. dated 30.11.2021

ORDER

1. Vide paper read (1) above, the Regulations of Choice Based Credit Semester System for UG curriculum was implemented from 2009 admission onwards, under University of Calicut, as per the directions of Governing Council of the Kerala State Higher Education Council. Vide paper read (2) above, the modified Regulations of Choice Based Credit Semester System for UG Curriculum was implemented from 2014 admission onwards, under the University, as per the recommendations of Hridayakumari Committee appointed by the Govt. of Kerala.
2. Vide paper read (3) above, the Regulations for Choice Based Credit and Semester System for Under Graduate (UG) Curriculum - 2019 (CBCSS UG Regulations 2019) for all UG Programmes under CBCSS Regular and SDE/Private Registration in the University of Calicut, with effect from 2019 admissions has been implemented and the same has been modified vide paper read (4), (5) and (6) above.
3. Vide paper read (7) above, orders were issued, implementing the recommendation of Steering Committee on CBCSS UG 2019 as follows:
 - To incorporate the details of BA LRP pattern in CBCSS UG 2019 Regulations, in Clause 4.7 as follows: "Complementary courses cover one or two disciplines that are related to the core subject and are distributed in the first four semesters. There shall be one complementary course in a semester for B.A Programmes. The complementary courses in first and fourth semester (Type 1) shall be the same. Similarly the complementary courses in second and third

semester (Type 2) shall be the same. The college can choose any complementary course either in Type 1 or in Type 2 for a programme. Once they choose the complementary courses that should be intimated to the university. If a college wants to change the complementary course pattern (Type 1 or Type 2) prior sanction has to be obtained. All other programmes, including BA LRP Programmes, existing pattern will follow“.

4. As per the paper read (8) above, Steering Committee on CBCSS UG 2019 recommended to modify the Clause 4.10 in CBCSS UG Regulations 2019, by including the following:
 - "MOOC courses may be approved and adopted on the recommendation of Dean Academics/Head of Department for credit transfer and ratified by the Academic Council" and the same has been approved by the LXXXII meeting of Academic Council and Special Meeting held on 08.10.2021, vide paper read (9) above.
5. The modifications of Clause 4.7 and Clause 4.10 in the CBCSS UG Regulations 2019, as detailed in (3) and (4) above respectively, has been approved by the Senate, vide paper read (10) above, and the Vice Chancellor has ordered to implement the resolution of the Senate, vide paper read (11) above.
6. Sanction is, therefore, accorded to implement the modified CBCSS UG Regulations 2019, with effect from 2019 admissions, by including the modifications in Clause 4.7 and Clause 4.10, as detailed in Para (3) and (4) above respectively.
7. Orders are issued accordingly. (Modified Regulations appended)

Arsad M

Assistant Registrar

To

The Principals/Heads of all affiliated Colleges/Institutions/Departments under the University of Calicut

Copy to: Director SDE/ PS to VC/PA to R/PA to CE/GA IV B,C & E Sections/GA I F Section/CHMK Library/SF/DF/FC

Forwarded / By Order

Section Officer



UNIVERSITY OF CALICUT

**REGULATIONS FOR
CHOICE BASED CREDIT AND
SEMESTER SYSTEM FOR UNDER
GRADUATE (UG) CURRICULUM -2019
(CBCSSUG 2019)**

PREFACE

Global forces are combining to fabricate rapid and profound changes on a heretofore unknown scale, that too, in fathomless velocity, leaving none of our systems unscathed, including the global system of higher education. Higher education system, globally, is being placed in an entirely different setting, with the pervading of market, offering a competing paradigm and restructuring the interplay between the Market, the State and the Universities at the advent of globalization. New terminologies such as ‘Borderless Education’, ‘Cross border Education’, ‘*Transnational* and *Transborder* Education’, ‘internationalization’ and ‘commoditization’ of education etc., have become a few catch words in this era of liberalisation. Higher Education ceases to be a ‘common good’ and is being swiftly transformed to be an internationally traded commodity. In all modern societies, universities are considered as the ‘knowledge factories’.

The Indian system of higher education has unleashed major program of reforms in the event of the changes witnessed in the system. Many of these reforms can be traced back to a policy template provided by the National Knowledge Commission (NKC). In purview with such reforms, the University Grants Commission (UGC) has made concurrent changes with regard to the higher education system. One such change was the introduction of CBCSS or ‘Choice based Credit Semester and grading pattern’. The UGC directed all the Universities in the country to restructure undergraduate courses on ‘Choice based Credit Semester and Grading pattern’ in 2009-10 academic year. **Recommendation of the UGC in its *Action Plan for Academic and Administrative Reforms* makes it clear that “..... Curricular flexibility and learners’ mobility is an issue that warrants our urgent attention. These can be addressed by introducing credit based courses and credit accumulation. In order to provide with some degree of flexibility to learners, we need to provide for course duration in terms of credit hours and also a minimum as well as a maximum permissible span of time in which a course can be completed by a learner...Choice-Based Credit System (CBCS) imminently fits into the emerging socioeconomic milieu, and could effectively respond to the educational and occupational aspirations of the upcoming generations. In view of this, institutions of higher education in India would do well to invest thought and resources into introducing CBCS. Aided by modern communication and information technology, CBCS has a high probability to be operational efficiently and effectively elevating learners, institutions and higher education system in the country to newer heights...”.**

Calicut University regulations are framed in accordance with UGC guidelines on restructuring undergraduate education from 2009-10 academic year itself. Accordingly, all affiliated colleges have restructured the regular undergraduate programs on the Choice Based Credit Semester System (CBCSS), a combination of internal and external evaluation with grading. Later the system was made applicable to the School of Distance Education too. Now, a revised regulation for the UG Choice Based Credit Semester System is being prepared for ensuring quality and learner-centeredness. It is called as the **Regulations for Choice Based Credit and Semester System for Undergraduate (UG) Curriculum -2019**. **This booklet contains the details of the new regulation.**

**Regulations for Choice Based Credit and Semester System for
Under Graduate (UG) Curriculum -2019**

1. TITLE

These regulations shall be called “ Regulations for Choice Based Credit and Semester System for Under Graduate Curriculum 2019” (CBCSSUG 2019).

2. SCOPE, APPLICATION & COMMENCEMENT

2.1. The regulations provided herein shall apply to all Regular/SDE/Private UG programmes under various Faculties (specified in 4.1) conducted by the University of Calicut for the admissions commencing from 2019, with effect from the academic year 2019-2020.

2.2. The provisions herein supersede all the existing regulations for the regular UG programmes under various Faculties conducted by University of Calicut unless otherwise specified.

2.3. Every programme conducted under the Choice Based Credit and Semester System in a college shall be monitored by the College Council and every UG programme conducted under CBCSS UG in SDE/Private Registration shall be monitored by the Director, SDE.

3. DEFINITIONS

3.1. ‘Programme’ means the entire course of study and examinations for the award of a degree.

3.2. ‘Duration of programme’ means the time period required for the conduct of the programme. The duration of a UG degree programme shall be six semesters distributed in a period of 3 years or eight semesters in a period of 4 years.

3.3. ‘Academic Week’ is a unit of five working days in which distribution of work is organized from day one to day five, with five contact hours of one hour duration on each day. A sequence of 18 such academic weeks constitutes a semester.

3.4. ‘Semester’ means a term consisting of 18 weeks (16 instructional weeks and two weeks for examination).

3.5. ‘Course’ means a segment of subject matter to be covered in a semester.

3.6. ‘Common course’ means a course that comes under the category of courses, including compulsory English and additional language courses and a set of general courses applicable for Language Reduced Pattern (LRP) programmes, the selection of which is compulsory for all students undergoing UG programmes.

3.7. ‘Core course’ means a compulsory course in a subject related to a particular degree programme.

3.8. ‘Open course’ means a course which can be opted by a student at his/her choice.

3.9. ‘Complementary course’ means a course which is generally related to the core course.

3.10. ‘Improvement course’ is a course registered by a student for improving his/her performance in that particular course.

3.11. 'Ability Enhancement course/Audit course' is a course which is mandatory as per the directions from the Regulatory authorities like UGC, Supreme Court etc.

3.12. 'Department' means any Teaching Department in a college offering a course of study approved by the University as per the Statutes and Act of the University.

3.13. 'Department Co-ordinator' is a teacher nominated by a Dept. Council to co-ordinate all the works related to CBCSS UG undertaken in that department including continuous evaluation.

3.14. 'Department Council' means the body of all teachers of a department in a college.

3.15. 'Parent Department' means the Department which offers a particular degree programme.

3.16. 'College Co-ordinator' is a teacher nominated by the college council to co-ordinate the effective running of the process of CBCSS including internal evaluation undertaken by various departments within the college. She/he shall be the convenor for the College level monitoring committee.

3.17. College level monitoring committee. A monitoring Committee is to be constituted for CBCSSUG at the college level with Principal as Chairperson, college co-ordinator as convenor and department co-ordinators as members. The elected College union chairperson shall be a member of this committee.

3.18. 'Faculty Adviser' means a teacher from the parent department nominated by the Department Council, who will advise the student in the academic matters and in the choice of open courses.

3.19. 'Credit' (C) is a unit of academic input measured in terms of weekly contact hours/course contents assigned to a course.

3.20. 'Extra Credit' is the additional credit awarded to a student over and above the minimum credits required in a programme, for achievements in co-curricular activities and social activities conducted outside the regular class hours, as decided by the University. For calculating CGPA, extra credits will not be considered.

3.21. 'Letter Grade' or simply 'Grade' in a course is a letter symbol (O, A+, A, B+, B, C, P, F, I and Ab). Grade shall mean the prescribed alphabetical grade awarded to a student based on his/her performance in various examinations. The Letter grade that corresponds to a range of CGPA is given in Annexure-I.

3.22. Each letter grade is assigned a '**Grade point**' (G) which is an integer indicating the numerical equivalent of the broad level of performance of a student in a course. **Grade Point** means point given to a letter grade on 10 point scale.

3.23. 'Semester Grade Point Average' (SGPA) is the value obtained by dividing the sum of credit points obtained by a student in the various courses taken in a semester by the total number of credits in that semester. SGPA shall be rounded off to three decimal places. SGPA determines the overall performance of a student at the end of a semester.

3.24. 'Credit Point' (P) of a course is the value obtained by multiplying the grade point (G) by the credit (C) of the course: $P=G \times C$

3.25. 'Cumulative Grade Point Average' (CGPA) is the value obtained by dividing the sum of credit points in all the semesters taken by the student for the entire programme by the total number of credits in the entire programme and shall be rounded off to three decimal places.

3.26. Grade Card means the printed record of students' performance, awarded to him/her.

3.27. Course teacher: A teacher nominated by the Head of the Department shall be in charge of a particular course.

3.28. 'Dual core' means a programme with double core subjects, traditionally known as double main.

3.29. 'Strike off the roll' A student who is continuously absent for 14 days without sufficient reason and proper intimation to the Principal of the college shall be removed from the roll.

3.30. Words and expressions used and not defined in this regulation, but defined in the Calicut University Act and Statutes shall have the meaning assigned to them in the Act and Statutes.

4. PROGRAMME STRUCTURE

4.1. Students shall be admitted to UG programme under Faculty of Science, Humanities, Language & Literature, Commerce & Management, Fine Arts, Journalism and such other faculty constituted by University from time to time.

4.2. Duration: The duration of a UG programme shall be 6 semesters distributed over a period of 3 academic years. The odd semesters (1,3,5) shall be from June to October and the even semesters (2,4,6) shall be from November to March.

4.3. Courses: The UG programme shall include five types of courses, viz; Common Courses (Code A), Core courses (Code B), Complementary courses (Code C), Open Course (Code D) and Audit courses (Code E).

4.4. Course code : Each course shall have a unique alphanumeric code number, which includes abbreviation of the subject in three letters, the semester number (1 to 6) in which the course is offered, the code of the course (A to E) and the serial number of the course (01,02). The course code will be centrally generated by the university. For example: ENG2A03 represents a common course of serial number 03 offered in the second semester and PHY2B02 representing second semester Core course 2 in Physics programme.

4.5. Common Courses: In general, every UG student shall undergo 10 common courses (total 38 credits) chosen from a group of 14 common courses listed below, for completing the programme:

A01. Common English Course I A02. Common English Course II A03. Common English Course III A04. Common English Course IV	English courses A01-A06 applicable to BA/BSC Regular pattern English courses A01-A04 applicable to Language Reduced
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A05. Common English Course V A06. Common English Course VI	Pattern (LRP) Programmes B.com, BBA, BBA (T), BBM, B.Sc (LRP), BCA etc.
A07. Additional Language Course I A08. Additional Language Course II A09. Additional Language Course III A10. Additional Language Course IV	Addl. Language courses A07-A10 applicable to BA/B.Sc Regular Pattern Addl. Language courses A07-A08 applicable to Language Reduced Pattern (LRP) Programmes
A11. General Course I A12. General Course II A13. General Course III A14. General Course IV	Applicable to Language Reduced Pattern (LRP) Programmes

Common courses A01-A06 shall be taught by English teachers and A07-A10 by teachers of additional languages respectively. For BA Afzal-Ul-Ulama Programme, Common Courses A02 and A03 are in Arabic instead of English. General courses A11-A14 shall be offered by teachers of departments offering core courses concerned.

General courses I, II, III and IV shall be designed by the group of boards concerned.

The subjects under Language Reduced Pattern (LRP) (Alternative Pattern) are grouped into five and General Courses I, II, III & IV shall be the same for each group.

1. BBA, B.Com., Fashion Technology, Hotel Management.
2. Industrial Chemistry, Polymer Chemistry, Food Science and Technology.
3. Computer Science, Electronics, Instrumentation, Printing Technology, Computer Application, Applied Physics
4. Biotechnology, Biochemistry, Aquaculture, Plant Science, Environmental Science & Water Management, Genetics, Microbiology
5. B.A Multimedia, B.A Visual Communication, B.A Film and Television, BA Graphic Design and Animation

**** Common Courses in various programmes**

No.	Programme	Semester I	Semester II	Semester III	Semester IV
1	B.A. & B.Sc	A01, A02, A07	A03, A04, A08	A05, A09	A06, A10
2	LRP	A01, A02, A07*	A03, A04, A08*	A11, A12	A13, A14

* However the existing additional language pattern shall be continued.

** The language pattern of BBA shall be the same as that of B.Com. in colleges where both the programmes exist.

4.6. Core courses: Core courses are the courses in the major (core) subject of the degree programme chosen by the student. Core courses are offered by the parent department.

4.7. Complementary courses: Complementary courses cover one or two disciplines that are related to the core subject and are distributed in the first four semesters. There shall be one complementary course in a semester for B.A Programmes. The complementary courses in first and fourth semester (Type 1) shall be the same. Similarly the complementary courses in second and third semester (Type 2) shall be the same. The college can choose any complementary course either in Type 1 or in Type 2 for a programme. Once they choose the complementary courses that should be intimated to the university. If a college wants to change

the complementary course pattern (Type 1 or Type 2) prior sanction has to be obtained. All other programmes, including BA LRP Programmes, existing pattern will follow

4.8. Open courses: There shall be one open course in core subjects in the fifth semester. The open course shall be open to all the students in the institution except the students in the parent department. The students can opt that course from any other department in the institution. Each department can decide the open course from a pool of three courses offered by the University. Total credit allotted for open course is 3 and the hours allotted is 3. If there is only one programme in a college, they can choose either language courses or physical education as open course.

4.9. Common and open courses under SDE/Private Registration: Existing pattern (as in CUCBCSSUG 2014) shall be followed under SDE/Private Registration.

4.10. Ability Enhancement courses/Audit courses: These are courses which are mandatory for a programme but not counted for the calculation of SGPA or CGPA. There shall be one Audit course each in the first four semesters. These courses are not meant for class room study. The students can attain only pass (Grade P) for these courses. At the end of each semester there shall be examination conducted by the college from a pool of questions (Question Bank) set by the University. The students can also attain these credits through online courses like SWAYAM, * * MOOC etc (optional). The list of passed students must be sent to the University from the colleges at least before the fifth semester examination. The list of courses in each semester with credits are given below.

Course with credit	Semester
Environment Studies – 4	1
Disaster Management - 4	2
*Human Rights/Intellectual Property Rights/ Consumer Protection - 4	3
*Gender Studies/Gerontology- 4	4

* Colleges can opt any one of the courses.

* * MOOC courses may be approved and adopted on the recommendation of Dean Academics/Head of Department for credit transfer and ratified by the Academic Council.

4.11. Extra credit Activities: Extra credits are mandatory for the programme. Extra credits will be awarded to students who participate in activities like NCC, NSS and Swatch Bharath. Those students who could not join in any of the above activities have to undergo Calicut University Social Service Programme (CUSSP). Extra credits are not counted for SGPA or CGPA.

4.12. Credits: A student is required to acquire a minimum of 140 credits for the completion of the UG programme, of which 120 credits are to be acquired from class room study and shall

only be counted for SGPA and CGPA. Out of the 120 credits, 38 (22 for common (English) courses + 16 for common languages other than English) credits shall be from common courses, 2 credits for project/corresponding paper and 3 credits for the open course. (In the case of LRP Programmes 14 credits for common courses (English), 8 credits for additional language courses and 16 credits for General courses). The maximum credits for a course shall not exceed 5. Dual core programmes are having separate credit distribution. Audit courses shall have 4 credits per course and a total of 16 credits in the entire programme. The maximum credit acquired under extra credit shall be 4. If more Extra credit activities are done by a student, that may be mentioned in the Grade card. The credits of audited courses or extra credits are not counted for SGPA or CGPA.

4.13. Attendance: A student shall be permitted to appear for the semester examination, only if he/she secures not less than 75% attendance in each semester. Attendance shall be maintained by the Department concerned. Condonation of shortage of attendance to a maximum of 10% in the case of single condonation and 20% in the case of double condonation in a semester shall be granted by University remitting the required fee. Benefits of attendance may be granted to students who attend the approved activities of the college/university with the prior concurrence of the Head of the institution. Participation in such activities may be treated as presence in lieu of their absence on production of participation/attendance certificate (within two weeks) in curricular/extracurricular activities (maximum 9 days in a semester). Students can avail of condonation of shortage of attendance in a maximum of four semesters during the entire programme (Either four single condonations or one double condonation and two single condonations during the entire programme) . If a student fails to get 65% attendance, he/she can move to the next semester only if he/she acquires 50% attendance. In that case, a **provisional registration** is needed. Such students can appear for supplementary examination for such semesters after the completion of the programme. Less than 50% attendance requires Readmission. Readmission is permitted only once during the entire programme.

4.14. Grace Marks: Grace marks may be awarded to a student for meritorious achievements in co-curricular activities (in Sports/Arts/NSS/NCC/Student Entrepreneurship) carried out besides the regular hours. Such a benefit is applicable and limited to a maximum of 8 courses in an academic year spreading over two semesters. In addition, maximum of 6 marks per semester can be awarded to the students of UG Programmes, for participating in the College Fitness Education Programme (COFE).

4.15. Project: Every student of a UG degree programme shall have to work on a project of 2 credits under the supervision of a faculty member or shall write a theory course based on Research Methodology as per the curriculum. College shall have the liberty to choose either of the above. One Project with 3 credits shall be done in any of the two core subjects in the case of Dual Core programmes.

But SDE/Private Registration students shall write the Research Methodology course instead of project. Board of Studies concerned shall prepare the syllabus for the same.

5. BOARD OF STUDIES AND COURSES

5.1. The UG Boards of Studies concerned shall design all the courses offered in the UG programmes. The Boards shall design and introduce new courses, modify or re-design existing courses and replace any existing courses with new/modified/re-designed courses to facilitate better exposure and training for the students.

5.2. The Syllabus of a course shall include the title of the course, the number of credits, maximum marks for external and internal evaluation, duration of examination hours, distribution of internal marks and reference materials. The Board of Studies concerned has the liberty to decide whether the questions can be answered in Malayalam or not. Maximum efforts shall be made to maintain a uniform pattern while designing the courses, project, viva, practical etc. in the scheme and syllabus of various programmes coming under same faculty.

5.3. The Syllabus for Common Courses, even though prepared by different Boards of Studies, may be put under a separate head as Syllabus for Common Courses.

5.4. Each course have an alpha numeric code, the number of credits and title of the course. The code gives information on the subject, the semester number and the serial number of the course. Each module/chapter may mention the number of questions to be asked in each section in the Question paper.

5.5. The syllabus of each course shall be prepared module wise. The course outcomes are to be clearly stated in the syllabus of all subjects including laboratory subjects, The number of instructional hours and reference materials are also to be mentioned against each module. Since a semester contains 16 instructional weeks, the same may be considered in the preparation of the syllabi.

5.6. The scheme of examination and model question papers are to be prepared by the Board of Studies. The number of questions from each module in each section may be given along with the syllabus.

5.7. A Question Bank system shall be introduced. Boards of Studies shall prepare a Question Bank, modulewise, at least 8 times to that required for a Question paper.

5.8. Boards of Studies should make the changes in the syllabi and text books in consultation with the teachers. Each Course should have a Preamble which clearly signifies the importance of that course. The Higher secondary syllabus also to be taken into account while preparing the UG syllabus.

5.9. Boards of Studies have to be constantly in touch with renowned Indian Universities and at least a few foreign universities. Subject experts have to be identified in all major fields of study and endeavour, and consulted frequently.

6. ADMISSION

6.1. The admission to all programmes will be as per Rules and Regulations of the University.

6.2. The eligibility criteria for admission shall be as announced by the University from time to time.

6.3. Separate rank lists shall be drawn up for reserved seats as per the existing rules.

6.4. The admitted candidates shall subsequently undergo the prescribed courses of study in a college affiliated to the University for six semesters within a period of not less than three years; clear all the examinations prescribed and fulfil all such conditions as prescribed by the University from time to time.

6.5. The college shall make available to all students admitted a **prospectus** listing all the courses offered in various departments during a particular semester. The information so provided shall contain title of the courses, the semester in which it is offered and credits for the courses. Detailed syllabi shall be made available in the University/college websites.

6.6. There shall be a uniform **calendar** prepared by the University for the registration, conduct/schedule of the courses, examinations and publication of results. The University shall ensure that the calendar is strictly followed.

Admission notification and the academic calendar for SDE/ Private Registration will be prepared and issued by SDE.

6.7. There shall be provision for **Inter Collegiate and Inter University Transfer** in third and fifth semester within a period of two weeks from the date of commencement of the semester. College transfer may be permitted in Second and Fourth semester also without change in complementary course within a period of two weeks from the date of commencement of the semester concerned.

6.8. **Complementary change** at the time of college transfer is permitted in the third semester if all conditions are fulfilled.

6.8.1. **Core/Complementary change under SDE/Private Registration:** Existing rule (as in CUCBCSS UG 2014) shall be followed in Core/Complementary Change.

6.9. CBCSS regular students can join distance education stream/Private Registration in any semester in the same programme or different one. If core and complementary courses are different, they have to undergo them in the new stream. The marks/grace obtained for common courses will be retained.

6.10. A student registered under distance education stream/Private Registration in the CBCSS pattern may be permitted to join the regular college (if there is a vacancy within the sanctioned strength) in the third and fifth semester with the same programme only. If there is

a change in complementary courses, it can be done with following conditions: i) the external and internal marks/grade obtained in the previous semesters for the earlier complementary courses will be cancelled. ii) the students have to write the external examinations for the previous semester for the new complementary courses along with the subsequent batch. iii) An undertaking to the effect that “the internal evaluation for the previous semesters of the new complementary courses will be conducted”, is to be obtained from the Principal of the college in which the student intends to join.

6.11. Provision for **credit transfer** is subject to common guidelines prepared by the faculty concerned.

6.12. There shall be provision for **Readmission** of students in CBCSS UG 2019.

6.12.1. The Principal can grant readmission to the student, subject to the conditions detailed below and inform the matter of readmission to the Controller of Examinations within one month of such readmission.

6.12.2. This readmission is not to be treated as college transfer.

6.12.3. There should be a gap of at least one semester for readmission.

6.12.4. The candidate seeking readmission to a particular semester should have registered for the previous semester examination.

6.12.5. Readmission shall be taken within two weeks from the date of commencement of the semester concerned.

6.12.6. Deleted.

6.12.7. If there is a change in complementary courses, it can be done with following conditions: i) the external and internal marks/grade obtained in the previous semesters for the earlier complementary courses will be cancelled. ii) the students have to write the external examinations for the previous semester for the new complementary courses along with the subsequent batch iii) An undertaking to the effect that “the internal evaluation for the previous semesters of the new complementary courses will be conducted”, is to be obtained from the Principal of the college in which the student intends to take readmission.

6.12.8. If change in scheme occurs while readmission, provision for credit transfer is subject to common guidelines prepared by Board of Studies/ Faculty concerned. For readmission to CBCSS UG 2019 involving scheme change, the Principal concerned shall report the matter of readmission to Controller of Examinations with the details of previous semesters and course undergone with credits within two weeks in order to fix the deficiency/excess papers.

7. REGISTRATION

7.1. Each student shall make an online registration for the courses he/she proposes to take, in consultation with the Faculty Adviser within two weeks from the commencement of each semester. The college shall send a list of students registered for each programme in each

semester giving the details of courses registered, including repeat courses, to the University in the prescribed form within 45 days from the commencement of the semester.

It is mandatory that the students who got admission under CBCSS UG 2019 in SDE/Private shall register for the examinations of the concerned semesters in the same year itself.

7.2. A student shall be normally permitted to register for the examination if he/she has required minimum attendance. If the student has a shortage of attendance below 65% in a semester, the student shall be permitted to move to the next semester (if the attendance is more than 50% - Provisional registration) and can write the examination for the entire courses of the semester in which shortage of attendance occurs as supplementary examination only after the completion of the entire programme. In such cases, a request from the student may be forwarded through the Principal of the college to the Controller of Examinations within two weeks of the commencement of the semester. If the attendance is less than 50%, the student is ineligible to continue the programme and has to seek readmission. **There will not be any Repeat semester in CBCSSUG 2019.**

7.3. A student who registered for the course shall successfully complete the programme within 6 years from the year of first registration. If not, such candidate has to cancel the existing registration and join afresh as a new candidate.

7.4. For open courses there shall be a minimum of 10 and maximum of 75 students per batch. For other courses existing pattern will be followed.

7.5. Those students who have followed the UG Programmes in annual pattern or Choice based Credit & Semester System pattern can cancel their earlier registration and register afresh for CBCSSUG 2019 scheme in the same discipline or a different one.

7.6. The students who have attendance within the limit prescribed, but could not register for the examination have to apply for **Token registration**, within two weeks of the commencement of the next semester.

8. EXAMINATION

8.1. There shall be University examinations at the end of each semester.

8.2. Practical examinations shall be conducted by the University as prescribed by the Board of Studies.

8.3. External viva-voce, if any, shall be conducted along with the practical examination/project evaluation.

8.4. The model of question papers may be prepared by the concerned Board Of Studies. Each question should aim at – (1) assessment of the knowledge acquired (2) standard application of knowledge (3) application of knowledge in new situations.

8.5. Different types of questions shall possess different marks to quantify their range. A general scheme for the questionpaper is given in Annexure III.

8.6. Project evaluation shall be conducted at the end of sixth semester. 20% of marks are awarded through internal assessment.

8.7. Audit course: The students can attain only pass (Grade P) for these courses. At the end of each semester there shall be examination conducted by the college from a pool of questions set by the University. The students can also attain the credits through online courses like SWAYAM, MOOC etc. The College shall send the list of passed students to the University at least before the commencement of fifth semester examination.

8.8. Improvement course: Improvement of a particular semester can be done only once. The student shall avail of the improvement chance in the succeeding year after the successful completion of the semester concerned. The students can improve a maximum of two courses in a particular semester (for SDE/Private registration students also). The internal marks already obtained will be carried forward to determine the new grade/mark in the improvement examination (for regular students). If the candidate fails to appear for the improvement examination after registration, or if there is no change in the results of the improved examination, the mark/grade obtained in the first appearance will be retained.

Improvement and supplementary examinations cannot be done simultaneously.

8.9. Moderation: Moderation is eligible as per the existing rules of the Academic Council.

9. EVALUATION AND GRADING

9.1. Mark system is followed instead of direct grading for each question. For each course in the semester letter grade and grade point are introduced in 10-point indirect grading system as per guidelines given in Annexure-1

9.2. Course Evaluation

The evaluation scheme for each course shall contain two parts

1) Internal assessment 2) External Evaluation

20% weight shall be given to the internal assessment. The remaining 80% weight shall be for the external evaluation.

9.2.1. Internal Assessment

20% of the total marks in each course are for internal examinations. The marks secured for internal assessment only need to be sent to University by the colleges concerned.

The internal assessment shall be based on a predetermined transparent system involving written tests, Class room participation based on attendance in respect of theory courses and lab involvement/records attendance in respect of Practical Courses.

Internal assessment of the project will be based on its content, method of presentation, final conclusion and orientation to research aptitude.

Components with percentage of marks of Internal Evaluation of Theory Courses are-Test paper 40%, Assignment 20%, Seminar 20% and Class room participation based on attendance 20%.

For practical courses - Record 60% and lab involvement 40% as far as internal is concerned.

(if a fraction appears in internal marks, nearest whole number is to be taken)

For the test paper marks, at least one test paper should be conducted. If more test papers are conducted, the mark of the best one should be taken.

To ensure transparency of the evaluation process, the internal assessment marks awarded to the students in each course in a semester shall be notified on the notice board at least one week before the commencement of external examination. There shall not be any chance for improvement for internal marks. The course teacher(s) shall maintain the academic record of each student registered for the course, which shall be forwarded to the University by the college Principal after obtaining the signature of both course teacher and Head of the Department.

The Split up of marks for Test paper and Class Room Participation (CRP) for internal evaluation are as follows.

Split up of marks for Test paper

Range of Marks in test paper	Out of 8 (Maximum internal marks is 20)	Out of 6 (Maximum internal marks is 15)
Less than 35%	1	1
35% - 45%	2	2
45% - 55%	3	3
55% - 65%	4	4
65% - 85%	6	5
85% -100%	8	6

Split up of marks for Calss Room Participation

Range of CRP	Out of 4 (Maximum internal marks is 20)	Out of 3 (Maximum internal marks is 15)
$50\% \leq \text{CRP} < 75\%$	1	1
$75\% \leq \text{CRP} < 85\%$	2	2
85 % and above	4	3

9.2.2. Internal Assessment for SDE/Private Registration : Regarding internal component, the student will have to attend a fill in the blank type/multiple choice type examination of 20 marks along with the external examination in SDE mode. The attendance component of internal marks is not mandatory for such students.

9.2.3. External Evaluation

External evaluation carries 80% of marks. All question papers shall be set by the University. The external question papers may be of uniform pattern with 80/60 marks (The pattern is

given in the Annexure III). The courses with 2/3 credits will have an external examination of 2 hours duration with 60 marks and courses with 4/5 credits will have an external examination of 2.5 hours duration with 80 marks.

The external examination in theory courses is to be conducted by the University with question papers set by external experts. The evaluation of the answer scripts shall be done by examiners based on a well-defined scheme of valuation and answer keys shall be provided by the University. The external examination in practical courses shall be conducted by two examiners – one internal and an external, the latter appointed by the University. The project evaluation with viva can be conducted either internal or external which may be decided by the Board of Studies concerned. (Guidelines are given in the Annexure II).

After the external evaluation only marks are to be entered in the answer scripts. All other calculations including grading are done by the University.

9.2.4. Revaluation: In the new system of grading, revaluation is permissible. The prevailing rules of revaluation are applicable to CBCSSUG 2019.

Students can apply for photocopies of answer scripts of external examinations. Applications for photocopies/scrutiny/revaluation should be submitted within 10 days of publication of results. The fee for this shall be as decided by the University.

10. INDIRECT GRADING SYSTEM

10.1. Indirect grading System based on a 10-point scale is used to evaluate the performance of students.

10.2. Each course is evaluated by assigning marks with a letter grade (O, A+, A, B+, B, C, P, F, I or Ab) to that course by the method of indirect grading. (Annexure I).

10.3. An aggregate of P grade (after external and internal put together) is required in each course for a pass and also for awarding a degree (A minimum of 20% marks in external evaluation is needed for a pass in a course. But no separate pass minimum is needed for internal evaluation). No separate grade/mark for internal and external will be displayed in the grade card; only an aggregate grade will be displayed. Also the aggregate mark of internal and external are not displayed in the grade card.

10.4. A student who fails to secure a minimum grade for a pass in a course is permitted to write the examination along with the next batch.

10.5. After the successful completion of a semester, Semester Grade Point Average (SGPA) of a student in that semester is calculated using the formula given below. For the successful completion of a semester, a student should pass all courses. However, a student is permitted to move to the next semester irrespective of SGPA obtained.

SGPA of the student in that semester is calculated using the formula

$$\text{SGPA} = \frac{\text{Sum of the credit points of all courses in a semester}}{\text{Total credits in that semester}}$$

10.6. The Cumulative Grade Point Average (CGPA) of the student is calculated at the end of a programme. The CGPA of a student determines the overall academic level of the student in a programme and is the criterion for ranking the students. CGPA can be calculated by the following formula.

$$\text{CGPA} = \frac{\text{Total credit points obtained in six semesters}}{\text{Total credits acquired (120)}}$$

10.7. SGPA and CGPA shall be rounded off to three decimal places. CGPA determines the broad academic level of the student in a programme and is the index for ranking students (in terms of grade points). An overall letter grade (cumulative grade) for the entire programme shall be awarded to a student depending on her/his CGPA (Annexure-I)

11. GRADE CARD

11.1. The University shall issue to the students grade/marks card (by online) on completion of each semester, which shall contain the following information:

- Name of University
- Name of College
- Title of UG Programme
- Semester concerned
- Name and Register Number of student
- Code number, Title and Credits of each Course opted in the semester
- Letter grade in each course in the semester
- The total credits, total credit points and SGPA in the Semester (corrected to three decimal places)

11.2. The final Grade card issued at the end of the final semester shall contain the details of all courses taken during the entire programme including those taken over and above the prescribed minimum credits for obtaining the degree. The final grade card shall show CGPA (corrected to three decimal places), percentage of marks (corrected to two decimal places) and the overall letter grade of a student for the entire programme. The final grade card shall also include the CGPA and percentage of marks of common courses, core courses, complementary courses and open courses separately. This is to be done in a 10- point indirect scale. The final Grade card also contain the list of Audit courses passed and the details of Extra credits.

11.3. Evaluation of Audit courses: The examination shall be conducted by the college itself from the Question Bank prepared by the University. The Question paper shall be of 100 marks

of 3 hour duration. For SDE/Private students it may be of MCQ/ fill in the blank type questions or Online question paper may be introduced.

12. CALICUT UNIVERSITY SOCIAL SERVICE PROGRAMME (CUSSP)

In this programme, a student has to complete 12 days of social service. This has to be completed in the first four semesters; 3 days in each semester. For the regular programme the student has to work in a Panchayath or Local body or in a hospital/ poor home or old age home or in a Pain & paliative centre or any social work assigned by the College authorities. Students who engaged in College Union activities and participate in sports and cultural activities in Zonal level have to undergo only 6 days of CUSSP during the entire programme. The whole documents regarding the student should be kept in the college and the Principal should give a Certificate for the same. The list of students (successfully completed the programme) must be sent to the University before the commencement of the fifth semester examinations. A College level Co-ordinator and a Department level Co-ordinator shall be appointed for the smooth conduct of the programme.

12.1. CUSSP for SDE/Private students: For SDE/Private students, out of the 12 days, the student has to undergo 6 days in a Panchayath or Local body and the remaining 6 days in a Hospital/ Old age home or in a Pain and paliative centre.. The respective certificate should uploaded to the University (before the commencement of fifth semester examinations) in respective student portal and the University should provide an Online Certificate for the same.

13. AWARD OF DEGREE

The successful completion of all the courses (common, core, complementary and open courses) prescribed for the degree programme with 'P' grade shall be the minimum requirement for the award of degree.

13.1. Degree for Oriental Title courses: Those students who have passed Oriental Title courses earlier have to appear for the common courses. A 01 to A 06 in order to get POT degree. This can be done through SDE/Private Registration (SDE/Private registration along with the First semester students).

13.2. For obtaining Additional Degree: Undergraduate degree holders in any scheme/pattern, can register for additional degrees through SDE/Private Registration, provided, they satisfy the eligibility criteria of the degree they apply for. Additional degree candidates have to register in first semester itself through SDE/Private Registration and have to follow the stipulations fixed for the programmes in SDE/Private Registration. No courses shall be exempted to the additional degree candidates.

14. GRIEVANCE REDRESSAL COMMITTEE

14.1. Department level: The college shall form a Grievance Redressal Committee in each department comprising of course teacher, one senior teacher and elected representative of students (Association Secretary) as members and the Head of the Department as Chairman.

This committee shall address all grievances relating to the internal assessment grades of the students.

14.2. College level: There shall be a college level grievance redressal committee comprising of student adviser, two senior teachers, two staff council members (one shall be elected member) and elected representative of students (College Union Chairperson) as members and Principal as Chairman.

14.3. University level: The University shall form a Grievance Redressal Committee as per the existing norms.

15. A Steering Committee consisting of two syndicate members of whom one shall be a teacher, the Registrar of the University, Controller of Examinations, seven teachers from different disciplines (preferably one from each faculty), two Chairpersons of Board of Studies (one UG and 1 PG), and two Deans of Faculty shall be formed to resolve the issues, arising out of the implementation of CBCSSUG 2019. The Syndicate member who is also a teacher shall be the Convenor of the committee. The quorum of the committee shall be six and meeting of the committee shall be held at least thrice in an academic year. The resolutions of the committee will be implemented by the Vice-Chancellor in exigency and this may be ratified by the Academic Council.

16. TRANSITORY PROVISION

Notwithstanding anything contained in these Regulations, the Vice-Chancellor shall, for a period of three years from the date of coming into force of these Regulations, have the power to provide by order that these regulations shall be applied to any programme with such modifications as may be necessary.

17. REPEAL

The regulations now in force in so far as they are applicable to programmes offered by the University and to the extent they are inconsistent with these regulations are hereby repealed. In the case of any inconsistency between the existing Regulations and these Regulations relating the Choice-Based Credit Semester System in their application to any course offered in a College, the latter shall prevail.

Annexure-1

Method of Indirect Grading

Evaluation (both internal and external) is carried out using Mark system .The Grade on the basis of total internal and external marks will be indicated for each course, for each semester and for the entire programme.

Indirect Grading System in 10 -point scale is as below:

Ten Point Indirect Grading System

Percentage of Marks (Both Internal & External put together)	Grade	Interpretation	Grade point Average (G)	Range of grade points	Class
95 and above	O	Outstanding	10	9.5 -10	First Class with Distinction
85 to below 95	A+	Excellent	9	8.5 -9.49	
75 to below 85	A	Very good	8	7.5 -8.49	
65 to below 75	B+	Good	7	6.5 -7.49	First Class
55 to below 65	B	Satisfactory	6	5.5 -6.49	
45 to below 55	C	Average	5	4.5 -5.49	Second Class
35 to below 45	P	Pass	4	3.5 -4.49	Third Class
Below 35	F	Failure	0	0	Fail
Incomplete	I	Incomplete	0	0	Fail
Absent	Ab	Absent	0	0	Fail

Example – 1 SGPA Calculation

Semester I	Course Name	Grade Obtained	Grade point (G)	Credit (C)	Credit point (CXG)
Course Code					
xxxxxxx	Xxxxxxx	A	8	4	32
xxxxxxx	XXXXXXXXXX	C	5	3	15
xxxxxxx	XXXXXXXXXX	A+	9	4	36
xxxxxxx	XXXXXXXXXX	B+	7	3	21
xxxxxxx	XXXXXXXXXX	P	4	3	12
xxxxxxx	XXXXXXXXXX	C	5	4	20

$$\text{SGPA} = \frac{\text{Sum of the Credit points of all courses in a semester}}{\text{Total Credits in that semester}}$$

$$\text{SGPA} = \frac{32+15+36+21+12+20}{21} = \frac{136}{21}$$

$$\text{SGPA} = 6.476$$

$$\text{Percentage of marks of semester I} = (\text{SGPA}/10) \times 100 = 64.76 \%$$

Note: The SGPA is corrected to three decimal points and the percentage of marks shall be approximated to two decimal points.

Example: 2

Semester II	Course Name	Grade Obtained	Grade point (G)	Credit (C)	Credit point (CXG)
Course Code					
xxxxxxx	Xxxxxxx	A	8	4	32
xxxxxxx	XXXXXXXXXX	C	5	3	15
xxxxxxx	XXXXXXXXXX	A+	9	4	36
xxxxxxx	XXXXXXXXXX	B+	7	3	21

xxxxxx*	Xxxxxxxxxx	F	0	3	0	
xxxxxxx	Xxxxxxxxxx	C	5	4	20	

*Failed course

Note: In the event a candidate failing to secure 'P' grade in any Course in a semester, consolidation of SGPA and CGPA will be made only after obtaining 'P' grade in the failed Course in the subsequent appearance.

CGPA Calculation

$$\text{CGPA} = \frac{\text{Total Credit points obtained in six semesters}}{\text{Total Credits acquired (120)}}$$

Example

$$\text{CGPA} = 136 + 145 + 161 + 148 + 131 + 141 / 120 = 862/120$$

$$\text{CGPA} = 7.183$$

$$\text{Total percentage of marks} = (\text{CGPA}/10) * 100$$

$$\text{Total \% of marks} = (7.183/10) * 100 = 71.83$$

$$\text{CGPA of Core Courses} = \frac{\text{Total Credit points obtained for Core Courses}}{\text{Total Credits acquired for Core Courses}}$$

Similarly CGPA of Complementary courses, Open courses, English Common courses and Additional Language Common courses may be calculated and the respective percentage may be calculated. All these must be recorded in the Final Grade Card.

ANNEXURE II

Guidelines for the Evaluation of Projects

1. PROJECT EVALUATION- Regular

1. Evaluation of the Project Report shall be done under Mark System.
2. The evaluation of the project will be done at two stages :
 - a) Internal Assessment (supervising teachers will assess the project and award internal Marks)
 - b) External evaluation (external examiner appointed by the University)
 - c) Grade for the project will be awarded to candidates, combining the internal and external marks.
3. The internal to external components is to be taken in the ratio 1:4. Assessment of
 - different components may be taken as below.

Internal (20% of total) Components	External (80% of Total) Percentage of internal marks	Components
Originality	20	Relevance of the Topic, Statement of Objectives
Methodology	20	Reference/ Bibliography, Presentation, quality of Analysis/ Use of Statistical Tools.
Scheme/ Organisation of Report	30	Findings and recommendations
Viva – Voce	30	Viva – Voce

4. External Examiners will be appointed by the University from the list of VI Semester Board of Examiners in consultation with the Chairperson of the Board.
5. The Chairman of the VI semester examination should form and coordinate the evaluation teams and their work.
6. Internal Assessment should be completed 2 weeks before the last working day of VI Semester.
7. Internal Assessment marks should be published in the Department.
8. In the case of Courses with practical examination, project evaluation shall be done along with practical examinations.
9. The Chairman Board of Examinations, may at his discretion, on urgent requirements, make certain exception in the guidelines for the smooth conduct of the evaluation of project.

2. PASS CONDITIONS

- Submission of the Project Report and presence of the student for viva are compulsory for internal evaluation. No marks shall be awarded to a candidate if she/ he fails to submit the Project Report for external evaluation.
- The student should get a minimum P Grade in aggregate of External and Internal.
- There shall be no improvement chance for the Marks obtained in the Project Report.
- * In the extent of student failing to obtain a minimum of Pass Grade, the project work may be re-done and a new Internal mark may be submitted by the Parent Department. External examination may be conducted along with the subsequent batch.

Annexure-III

Question paper type 1

Scheme of Examinations:

The external QP with 80 marks and Internal examination is of 20 marks. Duration of each external examination is 2.5 Hrs. The pattern of External Examination is as given below. The students can answer all the questions in Sections A&B. But there shall be Ceiling in each section.

Section A

Short answer type carries 2 marks each - 15 questions	Ceiling - 25
---	--------------

Section B

Paragraph/ Problem type carries 5 marks each - 8 questions	Ceiling - 35
--	--------------

Section C

Essay type carries 10 marks (2 out of 4)	2X10=20
--	---------

Question paper type 2

Scheme of Examinations:

The external QP with 60 marks and Internal examination is of 15 marks. Duration of each external examination is 2 Hrs. The pattern of External Examination is as given below. The students can answer all the questions in Sections A & B. But there shall be Ceiling in each section.

Section A

Short answer type carries 2 marks each - 12 questions	Ceiling - 20
---	--------------

Section B

Paragraph/ Problem type carries 5 marks each - 7 questions	Ceiling - 30
--	--------------

Section C

Essay type carries 10 marks (1 out of 2)	1X10=10
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MUHAMMED ABDURAHIMAN MEMORIAL ORPHANAGE (MAMO) COLLEGE

[Govt. Aided First Grade College & Affiliated to University of Calicut.
Re-Accredited by NAAC with A Grade]

OFFICE OF THE PRINCIPAL

DOCUMENTARY PROOF OF ADDITIONAL INFORMATION ON METRIC NO. 6.5.2

METRIC NO. 6.5.2.

**INSTITUTION REVIEWS
ITS TEACHING LEARNING
PROCESSES &
LEARNING OUTCOMES
PERIODICALLY
THROUGH IQAC**



2.2

SECTION

DOCUMENTARY PROOF

THE END SEMESTER ASSESSMENT FOR ENSURING ATTAINMENT OF STUDENT LEARNING OUTCOMES



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2.2

SECTION

DOCUMENTARY PROOF

**PG CBCSS REGULATION
UNIVERSITY OF CALICUT
[CBCSS PG - 2019]**



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UNIVERSITY OF CALICUT

Abstract

General and Academic - Choice Based Credit Semester System PG - CBCSS PG Regulations 2019 - Regulations for Post-Graduate Programmes of affiliated Colleges and SDE/ Private Registration w.e.f. 2019 admissions- Amendment and Modifications - Implemented - Orders Issued.

G & A - IV - J

U.O.No. 5031/2020/Admn

Dated, Calicut University.P.O, 02.06.2020

*Read:-*1) U.O.No. 4487/2019/Admn dated 26.03.2019

2) U.O.No. 15132/2019/Admn dated 28.10.2019

3) U.O.No. 1135/2020/Admn dated 28.01.2020

4) Item No.VI in the minutes of the meeting of the Academic Committee on CBCSS PG Regulations 2019 held on 10.03.2020.

ORDER

1. The Regulations for Choice Based Credit and Semester System for Post Graduate (PG) Curriculum 2019 (CBCSS PG Regulations 2019) for all PG Programmes of Affiliated Colleges and SDE/ Private Registration under University of Calicut, w.e.f. 2019 admissions have been implemented vide paper read as (1) and the same has been modified vide paper read as (2) & (3).
2. The Academic Committee on CBCSS PG Regulations 2019 recommended, vide paper read (4) above, the following modifications in CBCSS PG Regulations 2019:

Clauses in the existing Regulations	Modifications Recommended
6.3 Comprehensive Viva-voce and Project Work / Dissertation shall be treated as Core Courses. Project Work is mandatory for all regular programmes and Comprehensive Viva-voce is optional and these shall be done in the end semester. For SDE / Private Registration students both the Project Work and Comprehensive Viva-voce is optional instead they can have two additional theory courses as per the stipulations of the concerned BoS.	6.3 Comprehensive Viva-voce and Project Work /Dissertation shall be treated as Core Courses. Project Work is mandatory for all regular programmes and Comprehensive Viva-voce is optional and these shall be done in the end semester.
7.3 SDE/Private Registration students have no Project Work. They have to undergo one theory Course framed by Board of Studies concerned. Comprehensive Viva-Voce is Compulsory.	7.3 For SDE/Private Registration students Project Work is optional, instead they can have one additional Theory Course as per the stipulations of the Board of Studies concerned. Comprehensive Viva-Voce is Compulsory.

3. The Vice Chancellor approved the recommendations of Academic Committee on CBCSS PG Regulations 2019 and ordered to implement the same, subject to ratification by the Academic Council.
4. Sanction has, therefore, been accorded by the Vice Chancellor to implement the recommendation of Academic Committee on CBCSS PG Regulations 2019, stated (4) above.
5. Orders are issued accordingly.

(Modified Regulations appended)

Arsad M

Assistant Registrar

To

The Director, School of Distance Education

Copy to: PS to VC/ PA to PVC/ PA to Registrar/ PA to CE/ JCE 1/ JCE V/JCE VIII/GA IV-
B,E,J Sections/System Administrator/ Enquiry/ SF/DF/FC

Forwarded / By Order

Section Officer



UNIVERSITY OF CALICUT

**CHOICE BASED CREDIT SEMESTER SYSTEM-PG
(CBCSS PG - 2019)**

REGULATIONS
**FOR THE PG PROGRAMMES OF AFFILIATED COLLEGES &
SDE / PRIVATE REGISTRATION**

**Regulations for the Post-Graduate Choice Based
Credit Semester System - 2019**

1. SHORT TITLE

These regulations shall be called “**Regulations for Choice Based Credit Semester System for Post-Graduate Curriculum - 2019 for affiliated Colleges and for SDE / Private Registration**” (CBCSS-PG) 2019.

2. SCOPE, APPLICATION & COMMENCEMENT

- 2.1** The regulations provided herein shall apply to all the regular Post Graduate programmes offered by the affiliated colleges (Government/Aided/Unaided/Self-financing) of the University of Calicut, Autonomous Colleges and all the Post Graduate programmes offered by the School of Distance Education / Private Registration with effect from the 2019 batch admission.
- 2.2** However in matters connected to the setting of question papers, conduct of examinations and other matters related to examinations, the Autonomous colleges can draft their own guidelines subject to the approval of the University.
- 2.3** However, these regulations are not applicable to the regular PG programmes offered by the Teaching Departments/Schools of the University and M.P.Ed, M.Ed, MBA and LLM Programmes which are governed by separate regulations.
- 2.4** These regulations shall supersede all the previous regulations for the regular Post-graduate programmes offered through the affiliated colleges, the School of Distance Education or the Private Registration window of the University unless otherwise specified.

3. DEFINITIONS

- 3.1** ‘**Academic Committee**’ means the Committee constituted by the Vice-Chancellor under this regulation to manage and monitor the running of the Post Graduate programmes, under CBCSSPG-2019.
- 3.2** ‘**Programme**’ means the entire course of study and Examinations (traditionally referred to as course).
- 3.3** ‘**Duration of Programme**’ means the period of time required for the conduct of the programme. The duration of post-graduate programme shall be four semesters.
- 3.4** ‘**Semester**’ means a term consisting of a minimum of 90 working days including examination days distributed over a minimum of 18 weeks each of 5 working days.
- 3.5** ‘**Course**’ means a segment of the subject matter to be covered in a semester (traditionally referred to as paper). All the courses need not carry the same weightage. The courses should define their learning objectives and learning outcomes. A course may be designed in such a way that it consists of lectures/ tutorials/laboratory work/ field work/ outreach activities/ project work/ vocational training/viva/ seminars/ term papers/assignments/ presentations/ self-study etc. or a combination of some of these.
- 3.6** ‘**Core course**’ means a compulsory course in a subject related to a particular PG Programme, which shall be successfully completed by a student to receive the degree.

- 3.7 'Elective course'** means a course, which can be substituted, by equivalent course from the same subject and a minimum number of courses are required to complete the programme.
- 3.8 Audit Course :**These courses are mandatory for which the student can register without earning credits.
- 3.9 Ability Enhancement Course :** This is one among the Audit courses which is mandatory for all programmes but not counted for the calculation of SGPA or CGPA. The object is to enhance the ability and skill in the concerned core area.
- 3.10 Professional competency Course :**This is one among the Audit courses which is mandatory for a programme but not counted for the calculation of SGPA or CGPA. The object is to get professional competency and exposure in the concerned core area.
- 3.11 'Readmission'** is the act of admitting a student again after leaving the institution.
- 3.12 'Improvement course'** is a course registered by a student for improving his/her performance in that particular course.
- 3.13 'Department'** means any teaching Department offering a course of study approved by the University in a college or SDE/Private Registration as per the Statute and Act of the University.
- 3.14 'Parent Department'** means the Department (or SDE/Private Registration) which offers a particular postgraduate programme.
- 3.15 'Department Council'** means the body of all teachers of a Department in a College.
- 3.16 'Department Coordinator'** is a teacher nominated by Department Council to coordinate the continuous evaluation undertaken in that Department.
- 3.17 'Student Advisor'** means a teacher/coordinator from the college nominated by the College Council / to look into the matters relating to CBSSPG-2019.
- 3.18 'Credit' (C)** of a course is a measure of the weekly unit of work assigned for that course.
- 3.19 'Letter Grade'** or simply '**Grade**' in a course is a letter symbol (e.g., A+,A,B+,B, etc (as mentioned in Clause 20.2 of this Regulation) which indicates a particular range of grade points which indicates the broad level performance of a student.
- 3.20 Grade Point (G) :**It is a numerical weightage allotted to each letter grade on a Grading Scale.
- 3.21 'Credit point' (P)** of a course is the value obtained by multiplying the grade point (G) by the Credit (C) of the course $P=G \times C$.
- 3.22 'Semester Grade point average' (SGPA)** is the value obtained by dividing the sum of credit points obtained by a student in various courses taken in a semester by the total number of credits taken by him/her in that semester. The grade points shall be rounded off to two decimal places.

3.23 'Cumulative Grade point average' (CGPA) It is a measure of overall cumulative performance of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all the semesters. It is expressed up to two decimal places.

3.24 SDE means School of Distance Education.

3.25 Words and expressions used and not defined in these regulations but defined in the Calicut University Act and Statutes shall have the meaning assigned to them in the Act and Statute.

4. DURATION OF THE PROGRAMME

4.1 The minimum duration for completion of a four semester PG Programme is **two years**. The maximum period for completion is 4 years.

4.2 The duration of each semester shall be 90 working days, inclusive of examinations, spread over five months.

4.3 Odd semesters shall be held from June to October and even semesters from November to March subject the academic calendar of the University.

5. SCHEME AND SYLLABUS

5.1 The detailed scheme and syllabus for each course shall be framed by the Board of Studies concerned and approved by the faculties concerned and Academic Council based on this Common Regulation.

6. PROGRAMME STRUCTURE

6.1 Students shall be admitted to post graduate programme offered under any of the faculties of the University.

6.2 The programme shall include three types of courses : **Core courses, Elective courses and Audit Courses**.

6.3 Comprehensive Viva-voce and Project Work /Dissertation shall be treated as Core Courses. Project Work is mandatory for all regular programmes and Comprehensive Viva-voce is optional and these shall be done in the end semester.

6.4 Total credit for the programme shall be 80 (eighty), except for MSW Programme, this describes the weightage of the course concerned and the pattern of distribution is as detailed below :

- i) Total Credit for Core Courses shall not be less than 60 (sixty) and not more than 68 (sixty eight), except for MSW Programme.
- ii) Total Credit for Elective Course shall not be less than 12 (twelve) and not more than 20 (Twenty), except for MSW Programme.
- iii) Deleted.
- iv) Deleted.
- v) Deleted.

- 6.5** Elective courses shall be spread over either in the Third & Fourth Semesters combined or in any one of these Semesters (III / IV) only subject to the stipulations of the BoS concerned.
- 6.6** Study Tour / Field visit / Industrial visit / Trip for specimen collection may be conducted as a part of the Programme as per the stipulations of the BoS concerned.
- 6.7 Audit Courses :** In addition to the above courses there will be two Audit Courses(**Ability Enhancement Course & Professional Competency Course**) with **4** credits each. These have to be done one each in the first two semesters. The credits will not be counted for evaluating the overall SGPA & CGPA. The colleges shall conduct examination for these courses and have to intimate /upload the results of the same to the University on the stipulated date during the III Semester. Students have to obtain only minimum pass requirements in the Audit Courses. The details of Audit courses are given below.

Semester	Course Title	Suggested Area	Details
I	Ability Enhancement Course (AEC)	Internship / Seminar presentation / Publications / Case study analysis / Industrial or Practical Training /Community linkage programme / Book reviews etc.	Concerned BoS can design appropriate AEC & PCC and evaluation criteria by considering the relevant aspects in the core area of the faculty under study.
II	Professional Competency Course (PCC)	To test the skill level of students like testing the application level of different softwares such as SPSS/R/ Econometrics / Pythan/Any software relevant to the programme of study / Translations etc.	

- 6.8** The required number of credits as specified in the syllabus/regulations must be acquired by the student to qualify for the degree. A student shall accumulate a minimum of **80** credits for the successful completion of the programmes. (Except for MSW Programme)
- 6.9** For uniform identification a common guideline for Coding various courses are given in the last part of the Appendix.

6.10 Courses and Credit distribution summary :

S e m e s t e r	Course	Teaching Hours	Credit	Total Credit
I	Core Courses (Theory/Practical)			
II	Core Courses (Theory/Practical)			
III	(i) Core Courses (Theory/Practical) (ii) Elective Courses (Theory/Practical)			
IV	(i) Core Courses (Theory / Practical) Including : (a) Comprehensive Viva-voce (Optional) (b) Project Work / Dissertation (ii) Elective Courses (Theory/ Practical)			
			<ul style="list-style-type: none"> For Core course total credit can vary from 60 to 68, except for MSW Programme. For Elective Course total credit can vary from 12 to 20. except for MSW Programme. 	
Total credit shall be				80
I	Audit Course I : Ability Enhancement Course (AEC)	Not coming in the	4 (Not added for SGPA / CGPA)	4

II	Audit Course II : Professional Competency Course (PCC)	normal work load	4 (Not added for SGPA / CGPA)	4
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7. PROJECT WORK / DISSERTATION & COMPREHENSIVE VIVA-VOCE

- 7.1 There shall be a **Project work** with dissertation and **Comprehensive Viva-voce** as separate courses relating to the core area under study in the end Semester and included in the Core Courses.
- 7.2 For Regular students, **Project work is mandatory** for all faculties but **Comprehensive Viva-voce is optional**. Viva-voce related to Project work shall be one of the criteria for Project Work evaluation provided as per 18.6 of this regulation.
- 7.3 For SDE/Private Registration students Project Work is optional instead they can have one additional Theory Course as per the stipulations of the Board of Studies concerned. Comprehensive Viva-Voce is Compulsory.
- 7.4 If the SDE/Private registration students opt Project Work, it can be done only under the supervision of a working /retired teacher from a Govt /Aided College or a University teacher and prior approval/sanction from the SDE has to be obtained as per the stipulations of the concerned programme curriculum.
- 7.5 *Deleted.*
- 7.6 All students have to submit a Project Report/Dissertation in the prescribed structure and format as a part of the Project Work undertaken as per the stipulations of the concerned BoS.
- 7.7 There shall be **External and Internal evaluation for Project Work** and these shall be combined in the proportion of 4:1. In the case of Comprehensive Viva-voce, the conduct of **External Viva-voce is mandatory** but internal is optional, subject to the decision and stipulations of the BoS concerned.
- 7.8 Detailed course structure on Project work to be done, Viva-voce and Project Report preparation can be designed by integrating relevant aspects by the concerned Board of Studies of the Programme.
- 7.9 Details of evaluation of Project Work/Dissertation and Comprehensive Viva-voce are given under clause 18 of this regulation.

8. BOARD OF STUDIES AND COURSES

- 8.1 The PG Boards of Studies concerned shall design all the courses offered in the post-graduate programmes. The Boards shall design and introduce new courses, modify or re-design existing courses and replace any existing courses with new/modified/re-designed courses to facilitate better exposure and training for the students.
- 8.2 **The Syllabus** of a course shall include course code, the title of the course, the number of credits, maximum grade for external and internal evaluation, duration of examination hours, distribution of internal grade, model question paper and reference materials. The Board of Studies concerned has the liberty to decide whether the questions can be answered in Malayalam or not. Maximum efforts shall be made to maintain a uniform pattern while designing the courses, project, viva, practical etc. in the scheme and

syllabus of various programmes coming under same faculty.

- 8.3** Code numbers for the courses can be given as per the general guidelines given in the 'Appendix' for a uniform identification.

9. ADMISSION

- 9.1** The admission to all PG programmes shall be as per the rules and regulations of the University.
- 9.2** The eligibility criteria for admission shall be as announced by the University from time to time.
- 9.3** Separate rank lists shall be drawn up for reserved seats as per the existing rules.
- 9.4** The college shall make available to all the admitted students the information regarding all the courses including electives offered with syllabus and credit for the entire course.
- 9.5** There shall be a uniform calendar prepared by the University for the Conduct of the programmes.
- 9.6** There shall be provision for inter collegiate and inter University transfer in the 2nd and 3rd semester within a period of two weeks from the date of commencement of the semesters.
- 9.7** There shall be provision for credit transfer subject to the conditions specified by the Board of Studies concerned.
- 9.8** The SDE shall make available to all students admitted in SDE/Private Registration mode, a Handbook containing the details of the courses offered indicating Core courses, Elective courses, Audit Courses, respective credits, procedures of the Project work to be done and other relevant aspects of the Programme in order to get a clear idea about the programme under study.
- 9.9** There shall be provision for transfer from Regular stream to SDE/Private registration and SDE/Private Registration to Regular (under the same scheme and syllabus) in the Second and Third Semester within a period of two weeks or the period fixed by the University from the date of commencement of the academic year as per the existing rules and regulations for inter college transfer. Transfer of students from Autonomous colleges to SDE and SDE to Autonomous Colleges is also permitted.
- 9.10** There shall be a uniform **calendar** prepared by the University for the registration, conduct/schedule of the courses, examinations and publication of results. The University shall ensure that the calendar is strictly followed.

10. READMISSION

- 10.1** There shall be provision for readmission of students.
- 10.2** For readmission, the vacancy should be within the sanctioned strength in the parent college. If there is no vacancy in the junior batch of the parent college, readmission can be taken in another college with the junior batch, if there is vacancy within the sanctioned strength in the concerned college.
- 10.3** This readmission is not to be treated as college transfer.
- 10.4** There should be a gap of at least one semester for readmission.
- 10.5** The candidate seeking readmission to a particular semester should have registered for the previous semester examination.

- 10.6** Readmission shall be taken within two weeks from the date of commencement of the semester concerned.
- 10.7** The Principal can grant readmission to the student, subject to the above conditions, and inform the matter of readmission to the Controller of Examinations within one month of such readmission.
- 10.8** If change in scheme occurs while readmission, provision for credit transfer will be subject to the common guidelines prepared by Board of Studies/ Faculty concerned.
- 10.9** This provision is applicable to SDE/Private Registration student also irrespective of vacancy and sanctioned strength.

11. REGISTRATION

- 11.1** - A student shall be permitted to register for a programme at the time of admission.
- 11.2** - A student who registers for a programme shall complete it within 4 years.
- 11.3** - The college shall send a list of students registered for each programme in each semester giving the details of courses registered to the university in the prescribed form within 45 days of the commencement of the semester.
- 11.4** - Students shall be normally permitted to register for the examination if they have required minimum attendance as per clause 12 of this regulation. If the student has a shortage of attendance in a semester, the student shall be permitted to move to the next semester and can write the examination for the entire courses of the semester in which shortage of attendance occurs as supplementary examination only after the completion of the entire programme. In such cases, a request from the student may be forwarded through the Principal of the college to the Controller of Examinations within two weeks of the commencement of the semester. There will not be any Repeat semester in CBCSSPG 2019.
- 11.5** - The students who have attendance within the limit prescribed as per clause 12 of this regulation, but could not register for the semester examinations, have to apply for token registration, within two weeks of the commencement of the next semester.

12. ATTENDANCE

- 12.1** - The students admitted in the PG programmes in affiliated colleges shall be required to attend at least 75 percent of the total number of classes (theory/practical) held during each semester. The students having less than prescribed percentage of attendance shall not be allowed to appear for the University examination.
- 12.2** - For SDE / Private Registration students, minimum 75% of attendance is required for the courses having mandatory Contact classes insisted by the Programme.
- 12.3** - Condonation of shortage of attendance for a maximum of 9 days (10% of the working days in a semester) in the case of single condonation and 18 days (20% of the working days in a semester) in the case of double condonation in a semester subject to a maximum of two times (for single condonation only) during the whole period of Post Graduate programme may be granted by the University as per the existing procedures. In the case of double condonation, only one condonation shall be allowed during the entire programme.
- 12.4** - Benefit of condonation of attendance will be granted to the students on health grounds, for participating in University Union activities, meeting of the University bodies /Govt. bodies and participation in other extracurricular activities on production of genuine supporting documents, with the recommendation of the Head of the Department concerned.
- 12.5** - A student who is not eligible for such condonation **shall be observed the provisions as per clause 11.4** of this regulation. The principal should intimate the details of these candidates at the commencement of the next semester.

12.6 - Women students can avail maternity leave as per the existing university rules.

12.7 - Attendance of each course will be evaluated as follows;

ATTENDANCE	GRADE POINT
95-100	5
90-94.9	4
85-89.9	3
80-84.9	2
75-79.9	1

13. EXAMINATION

13.1 - There shall be University examination at the end of each semester.

13.2 - Credit of the Practical examination shall be distributed as proposed by Boards of Studies. However, Practical examinations shall be conducted by the University at the end of even semester. (Except MA Music) Credit card shall be designed accordingly. The number of examiners and other aspects of the practical examination shall be prescribed Board of Studies concerned.

13.3 - Project Work / Dissertation shall be evaluated at the end of the programme only. There shall be both Internal and External evaluation for the Project Work. The details of internal evaluation shall be framed by the concerned Boards of Studies.

13.4 - Comprehensive Viva-Voce shall be conducted at the end of the programme only. There shall be only External Comprehensive Viva-Voce conducted by the examiners appointed by the University. The details of evaluation shall be framed by the concerned Boards of Studies.

13.5 - There shall be one end-semester examination of 3 hours duration for each theory course and the duration of practical course can be decided by the concerned BoS.

14. SCHEME AND SYLLABUS

14.1 - Distribution of courses/weightage for theory/practical among the semesters and the aggregate weightage for each semester shall be stipulated by the Boards of studies concerned.

14.2 - The detailed scheme and syllabus for each course shall be framed by the respective Boards of Studies concerned and approved by the faculty concerned and Academic Council.

15. EVALUATION AND GRADING

15.1 Evaluation: The evaluation scheme for each course shall contain two parts; (a) Internal / Continuous Assessment (CA) and (b) External / End Semester Evaluation (ESE).

15.2 Of the total, 20% weightage shall be given to Internal evaluation / Continuous assessment and the remaining 80% to External/ESE and the ratio and weightage between Internal and External is **1:4**.

15.3 Primary evaluation for Internal and External shall be based on 6 letter grades (**A+, A, B, C, D and E**) with numerical values (Grade Points) of **5, 4, 3, 2, 1 & 0** respectively.

15.4 Grade Point Average: Internal and External components are separately graded and the combined grade point with weightage **1** for Internal and **4** for external shall be applied to calculate the **Grade Point Average (GPA)** of each course. Letter grade shall be assigned to each course based on the categorization based on Ten point Scale provided in clause **20.2** of this regulation.

15.5 Evaluation of Audit Courses: The examination and evaluation shall be conducted by the college itself either in the normal structure or MCQ model from the Question Bank and other guidelines provided by the University/BoS. The Question paper shall be for minimum 20 weightage and a minimum of 2 hour duration for the examination. The result has to be intimated / uploaded to the University during the Third Semester as per the notification of the University.

16. INTERNAL EVALUATION / CONTINUOUS ASSESSMENT (CA)

16.1 This assessment shall be based on a predetermined transparent system involving periodic written tests, assignments, seminars, viva-voce and attendance in respect of theory courses and based on tests, lab skill and records/viva in respect of practical courses.

16.2 The criteria and percentage of weightage assigned to various components for internal evaluation are as follows :

(a) Theory :			
Sl.No	Component	Percentage	Weightage
1	Examination /Test	40%	2
2	Seminars / Presentation/ viva-voce	20%	1
3	Assignment	20%	1
4	Attendance	20%	1
(b) Practical :			
1	Lab Skill	40%	4
2	Records/viva	30%	3
3	Practical Test	30%	3

(The components and the weightage of the components of the practical (Internal) can be modified by the concerned BOS without changing the total weightage 10.)

16.3 Grades shall be given for the internal evaluation are based on the grades A+,A,B,C,D&E with grade points 5,4,3,2, 1 &0 respectively. The overall grades shall be as per the Ten Point scale provided in clause **20.2** of this regulation.

16.4 There shall be no separate minimum Grade Point for internal evaluation.

16.5 To ensure transparency of the evaluation process, the internal assessment marks awarded to the students in each course in a semester shall be published on the notice board before 5 days of commencement of external examination.

16.6 There shall not be any chance for improvement of internal marks.

16.7 The course teacher shall maintain the academic record of each student registered for the

course, which shall be forwarded to the University, through the college Principal, after being endorsed by the Head of the Department.

- 16.8** For each course there shall be class **test/s** during a semester. Grades should be displayed on the notice board. Valued answer scripts shall be made available to the students for perusal.
- 16.9** Each student shall be required to do **assignment/s** for each course. Assignments after valuation must be returned to the students. The teacher shall define the expected quality of the above in terms of structure, content, presentation etc. and inform the same to the students. Punctuality in submission is to be considered.
- 16.10** Every student shall deliver **Seminar / Presentation** as an internal component for every course and must be evaluated by the respective course teacher in terms of structure, content, presentation and interaction. The soft and hard copies of the seminar report are to be submitted to the course teacher.
- 16.11** All the records of Continuous Assessment (CA) must be kept in the college and must be made available for verification by university, if asked for.
- 16.12** There shall be an objective test in the nature of **Fill in the blanks / Multiple Choice Questions (MCQ)** for awarding internal assessment marks for SDE/Private Registration students.

17. EXTERNAL / END SEMESTER EVALUATION (ESE)

- 17.1** The semester-end examinations in theory courses shall be conducted by the University with question papers set by external experts. The evaluation of the answer scripts shall be done by examiners based on a well-defined scheme of valuation.
- 17.2** After the external evaluation, only Grades are to be entered in the space provided in the answer script for individual questions and calculations need to be done only up to the Cumulative Grade Point (CGP) and all other calculations including grades are to be done by the University.
- 17.3** Students shall have the right to apply for revaluation or scrutiny as per rules within the time permitted for it.
- 17.4** Photocopies of the answer scripts of the external examination shall be made available to the students for scrutiny on request by them as per rules.
- 17.5** The external evaluation shall be done immediately after the examination preferably in a Centralized Valuation Camp.
- 17.6** The language of writing the examination shall be specified in the separate regulations for the programme by the concerned BoS.
- 17.7 PATTERN OF QUESTIONS FOR EXTERNAL/ESE :**
 - 17.7.1** Questions shall be set to assess the knowledge acquired, standard, and application of knowledge, application of knowledge in new situations, critical evaluation of knowledge and the ability to synthesize knowledge. Due weightage shall be given to each module based on content/teaching hours allotted to each module.

- 17.7.2** It has to be ensured that questions covering all skills are set. The setter shall also submit a detailed scheme of evaluation along with the question paper.
- 17.7.3** A question paper shall be a judicious mix of short answer type, short essay type /problem solving type and long essay type questions.
- 17.7.4** The question shall be prepared in such a way that the answers can be awarded A+, A, B, C, D, E Grades.
- 17.7.5** Weightage: Different types of questions shall be given different weightages to quantify their range given in the following model:

Sl. No.	Type of Questions	Individual weightage	Total Weightage	Number of questions to be answered
1	Short Answer type questions	2	$2 \times 4 = 8$	4 out of 7
2	Short essay/ problem solving type	3	$3 \times 4 = 12$	4 out of 7
3	Long Essay type questions	5	$5 \times 2 = 10$	2 out of 4
Total			30	18

- 17.7.6** Questions should be asked as far as possible from all modules following a uniform distribution. However concerned BoS can change the pattern and type of questions subject to the condition that total weightage should be 30.

- 17.8** End Semester Evaluation in Practical Courses shall be conducted and evaluated by both Internal and External Examiners as per the stipulations of the concerned BoS. Duration and other aspects of practical external examinations shall be decided by the Boards of Studies concerned.

18. EVALUATION OF PROJECT WORK / DISSERTATION

- 18.1** There shall be External and Internal evaluation with the same criteria for Project Work done and the grading system shall be followed as per the specific guidelines and stipulations of the concerned BoS.
- 18.2** One component among the Project Work evaluation criteria shall be Viva-voce (Project Work related) and the respective weightage shall be 40%.
- 18.3** Consolidated Grade for Project Work is calculated by combining both the External and Internal in the Ratio of 4:1 (80% & 20%).
- 18.4** Details regarding the conduct of external and internal evaluation, criteria for evaluation and other aspects relating to the same can be taken by the concerned Boards of Studies and shall be specified in the Programme curriculum.
- 18.5** For a pass in Project Work, a student has to secure a minimum of **P** Grade in External and Internal examination combined. If the students could not secure minimum **P** Grade in the Project work, they will be treated as failed in that attempt and the students may be allowed to rework and resubmit the same in accordance with the University exam stipulations. **There shall be no improvement chance for Project Work.**

- 18.6** The External and Internal evaluation of the Project Work shall be done based on the following criteria and weightages as detailed below :

Sl. No	Criteria	% of weightage	Weightage External	Weightage Internal	Remarks
1	Relevance of the topic and Statement of problem	60%	8	2	Concerned Boards of Studies may conveniently divide this criteria in to various relevant categories and can assign suitable titles provided that the total weightage should be 24 and 6 for External and Internal.
2	Methodology & Analysis		8	2	
3	Quality of Report & Presentation		8	2	
4	Viva-voce	(40%)	16	4	Mandatory criteria
Total Weightage		100%	40	10	

19 - CONDUCT OF COMPREHENSIVE VIVA-VOCE

- 19.1** There shall be External and Internal Comprehensive Viva-voce; while the External Conduct of the Viva-voce is mandatory and the Internal conduct of the viva-voce will be optional subject to the decision and stipulation of the concerned BoS.
- 19.2** The concerned Boards of Studies shall design the structure, criteria, details of appointment of Board of examiners (both external and internal) and other relevant aspects of its evaluation.
- 19.3** Deleted.
- 19.4** For a pass in Comprehensive viva-voce, a student has to secure a minimum of **D** Grade in External and Internal examination combined. If the students could not secure minimum **D** Grade in the Project work, they will be treated as failed in that attempt and the student may re appear for the same next time in accordance with the University exam stipulations. **There shall be no improvement chance for Comprehensive viva-voce.**

20 - DIRECT GRADING SYSTEM

- 20.1** Direct Grading System based on a 10 – Point scale is used to evaluate the performance (External and Internal Examination of students)
- 20.2** For all courses (Theory & Practical)/Semester/Overall Programme, Letter grades and **GPA/SGPA/CGPA** are given on the following way :

- a) First Stage Evaluation for both Internal and External done by the Teachers concerned in the following Scale :

Grade	Grade Points
A+	5
A	4
B	3
C	2
D	1
E	0

- b) Grade range for internal examination is as follows;

Average grade point (2 tests)	Grade for Tests	Grade Point for Tests
4.5 to 5	A+	5
3.75 to 4.49	A	4
3 to 3.74	B	3
2 to 2.99	C	2
Below 2	D	1
Absent	E	0

- c)The Grade Range for both Internal & External shall be :

Letter Grade	Grade Range	Range of Percentage (%)	Merit / Indicator
O	4.25 - 5.00	85.00 - 100.00	Outstanding
A+	3.75 - 4.24	75.00 - 84.99	Excellent
A	3.25 - 3.74	65.00 - 74.99	Very Good
B+	2.75 - 3.24	55.00 - 64.99	Good
B	2.50 - 2.74	50.00 - 54.99	Above Average
C	2.25 - 2.49	45.00 - 49.99	Average
P	2.00 - 2.24	40.00 - 44.99	Pass
F	< 2.00	Below 40	Fail
I	0	-	Incomplete
Ab	0	-	Absent

'B' Grade lower limit is 50% and 'B+' Grade lower limit is 55%

- 20.3** No separate minimum is required for Internal evaluation for a pass, but a minimum **P** Grade is required for a pass in the external evaluation. However, a minimum **P grade** is required for pass in a course.

20.4 A student who fails to secure a minimum grade for a pass in a course will be permitted to write the examination along with the next batch.

20.4.1 Improvement of Course- The candidates who wish to improve the grade / grade point of the external examination of a course/s they have passed already can do the same by appearing in the external examination of the concerned semester along with the immediate junior batch.

20.4.2 Betterment Programme One time- A candidate will be permitted to improve the **CGPA** of the Programme within a continuous period of four semesters immediately following the completion of the programme allowing only once for a particular semester. The **CGPA** for the betterment appearance will be computed based on the **SGPA** secured in the original or betterment appearance of each semester whichever is higher.

20.5 Semester Grade Point Average (SGPA) – Calculation

The **SGPA** is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the number of credits of all the courses taken by a student.

After the successful completion of a semester, **Semester Grade Point Average (SGPA)** of a student in that semester is calculated using the formula given below.

$$\text{Semester Grade Point Average - SGPA (S}_j\text{)} = \Sigma(C_i \times G_i) / Cr$$

(SGPA= Total Credit Points awarded in a semester / Total credits of the semester)

Where ' S_j ' is the j^{th} semester , ' G_i ' is the grade point scored by the student in the i^{th} course ' C_i ' is the credit of the i^{th} course, ' Cr ' is the total credits of the semester .

Model calculation is given in the Annexure :

20.6 Cumulative Grade Point Average (CGPA) - Calculation

$$\text{Cumulative Grade Point Average (CGPA)} = \Sigma(C_i \times S_i) / Cr$$

(CGPA= Total Credit points awarded in all semesters/Total credits of the programme)

Where C_1 is the credit of the 1st semester S_1 is the **SGPA** of the 1st semester and Cr is the total number of credits in the programme. The **CGPA** is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme. The **SGPA** and **CGPA** shall be rounded off to 2 decimal points.

For the successful completion of a semester, a student should pass all courses and score a minimum **SGPA** of 2.0. However, the students are permitted to move to the next semester irrespective of their **SGPA**.

21. GRADE CARD

21.1 The University shall issue to the students grade card on completion of each semester, which shall contain the following information :

- Name of University
- Name of College
- Title of PG Programme
- Semester concerned
- Name and Register Number of student
- Code number, Title and Credits of each Course opted in the semester including Audit Courses
- Letter grade in each course in the semester
- The total credits, total credit points and SGPA in the Semester (corrected to three decimal places)

21.2 The final Grade card issued at the end of the final semester shall contain the details of all courses taken during the entire programme, including those taken over and above the prescribed minimum credits for obtaining the degree. The final grade card shall show CGPA (corrected to three decimal places), percentage of marks (corrected to two decimal places) and the overall letter grade of a student for the entire programme. The final Grade card will also contain the list of Audit courses.

22. AWARD OF DEGREE

22.1 The successful completion of all the courses with **P** Grade shall be the minimum requirement for the award of the degree

23. POSITION CERTIFICATE

23.1 The University publishes list of top 10 positions for each programme after the publication of the programme results. Position certificates shall be issued to candidates who secure positions from 1st to 10th in the list. The position list shall be finalised after the result of revaluation.

23.2 The position list shall be prepared in the order of merit based on the CGPA scored by the students. Grace Grade points awarded to the students shall not be counted for fixing the position.

24. GRIEVANCE REDRESSAL COMMITTEE

24.1 Department Level Committee: The college shall form a Grievance Redressal Committee in each department comprising of course teacher , one senior teacher and elected representative of Students (Association Secretary) as members and the Head of the Department as Chairman. The committee shall have initial jurisdiction over complaints against Continuous Assessment.

24.2 College Level Committee : There shall be a college level grievance redressal committee comprising of student adviser, two senior teachers , two staff council members (one shall be elected member) and elected representative of students (College Union Chairperson) as members and the Principal as Chairman. This committee shall address all grievances relating to the internal assessment grades of the students.

24.3 University level: The University shall form a Grievance Redressal Committee as per the existing norms.

25. TRANSITORY PROVISION

- 25.1** Notwithstanding anything contained in these regulations, the Academic Council shall, for a period of three years from the date of coming into force of these regulations, have the power to provide by order that these regulations shall be applied to any programme with such modifications as may be necessary.

26. REPEAL

- 26.1** The Regulations now in force in so far as they are applicable to programmes offered by the University and to the extent they are inconsistent with these regulations are hereby repealed. In the case of any inconsistency between the existing regulations and these regulations relating to the Credit Semester System in their application to any course offered in a College, the latter shall prevail.

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APPENDIX

1. *First Phase Evaluation can be done at 6 point scale by assigning the respective Grade Points as detailed below (done by the concerned teacher/examiner)*

Grade	A+	A	B	C	D	E
Grade Point	5	4	3	2	1	0

2. Calculation of GPA, SGPA & CGPA based on the Direct Grading system using 10 Point Scale as detailed below :

Letter Grade	Grade Range	Range of Percentage (%)	Merit / Indicator
O	4.25 - 5.00	85.00 - 100.00	Outstanding
A+	3.75 - 4.24	75.00 - 84.99	Excellent
A	3.25 - 3.74	65.00 - 74.99	Very Good
B+	2.75 - 3.24	55.00 - 64.99	Good
B	2.50 - 2.74	50.00 - 54.99	Above Average
C	2.25 - 2.49	45.00 - 49.99	Average
P	2.00 - 2.24	40.00 - 44.99	Pass
F	< 2.00	Below 40	Fail
I	0	0	Incomplete
Ab	0	-	Absent

Phases for Evaluation :

I Phase : To be done by the concerned Teacher /Examiner based on 6 Point Scale

1. Evaluation of all individual External Theory courses and Internal evaluation
2. Evaluation of Project Work External and Internal
3. Evaluation of External and Internal Practical Courses
4. Evaluation of External and Internal Comprehensive Viva-voce

II Phase - GPA Calculation - To be done by the University

1. Consolidation of External and Internal for Theory Courses (Calculation of GPA)
2. Consolidation of External and Internal for Project Work (Calculation of GPA)
3. Consolidation of External and Internal for Practical Courses (Calculation of GPA)
4. Consolidation of External and Internal for Comprehensive Viva-voce (Calculation of GPA)

III Phase - SGPA Calculation - To be done by the University

Calculation of Semester Grade Point Average. This is the consolidated net result (Grade) in a particular Semester.

III Phase - CGPA Calculation - To be done by the University

Calculation of Consolidated Grade Point Average. This is the consolidated net result (Grade) of a Programme.

Model Calculation of Grade :**Calculation of overall Grade for one Course (GPA) - Theory External****First Phase Evaluation (Done by the concerned Teacher/Examiner) :****I - Theory - External :**

Type of Question	Qn. No	Grade Awarded	Grade Point	Weightage	Weighted Grade Point	Calculation
Short Answer type	1	A+	5	2	10	Overall Grade of the theory paper = Sum of Weighted Grade Points / Sum of the weightage $115/30 = 3.83 = \text{Grade A+}$
	2	-	-	-	-	
	3	A	4	2	8	
	4	C	2	2	4	
	5	-	-	-	-	
	6	A	4	2	8	
	7	-	-	-	-	
Medium Essay type	8	B	3	3	9	
	9	A+	5	3	15	
	10	-	-	-	-	
	11	-	-	-	-	
	12	-	-	-	-	
	13	A	4	3	12	
	14	B	3	3	9	
Long Essay	20	A+	5	5	25	
	21	-	-	-	-	
	22	-	-	-	-	

type	23	B	3	5	15	
	24	-	-	-	-	
TOTAL				30	115	

Note :1) The total weightage for external evaluation is **30**, (2) Maximum Weighted Grade Point (WGP) is **150 (30 X 5)**, (3) Same way all theory courses can be evaluated.

II - Theory-Internal :

Components	Weightage (W)	Grade Awarded	Grade Point(GP)	WGP=W *GP	Overall Grade of the course
Examination /Test	2	A	4	8	WGP/Total weight = 21/5 =4.40
Seminars / Presentation	1	A+	5	5	
Assignments	1	A	4	4	
Viva-voce	1	A+	5	5	
Total	5			22	O

Maximum weight for Internal evaluation is **5**. Therefore Maximum Weighted Grade Point (WGP) is **25 (5 X 5)**.

III - Project - External :

Components	Weightage (W)	Grade Awarded	Grade Point(GP)	WGP=W *GP	Overall Grade of the course
Relevance of the topic and Statement of problem	8	A	4	32	WGP/Total weight = 160/40 =4
Methodology & Analysis	8	B	3	24	
Quality of Report & Presentation	8	A+	5	40	
Viva-voce	16	A	4	64	
Total	40			160	A+ - Grade

IV - Project - Internal :

Components	Weightage (W)	Grade Awarded	Grade Point(GP)	WGP=W *GP	Overall Grade of the course
Relevance of the topic and Statement of problem	2	A	4	8	WGP/Total weight = 38/10 = 3.8
Methodology & Analysis	2	B	3	6	
Quality of Report & Presentation	2	A	4	8	
Viva-voce	4	A	4	16	
Total	10			38	A+ - Grade

Second Phase Evaluation (Done by the University) :

V - Theory - Consolidation of Grade (GPA) (Internal + External) :

The external grade awarded for the Course 1 is 'A' with a Grade point of 3.83 and its internal is 'O'. with a Grade Point of 4.6. The consolidated grade for the course Course 1 is as follows.

Exam	Weightage	Grade awarded	Grade Points (WGP / TOTAL WEIGHTAGE)	Weighted Grade Point
External	4	A+	3.83	15.32
Internal	1	O	4.40	4.40
Total	5			19.72

Grade of a course (GPA)	GPA=Total weighted Grade Points/Total weight 19.72/5 =3.94 = Grade A+
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VI - Project Work - Consolidation of Grade (GPA) (Internal + External) :

Exam	Weightage	Grade awarded	Grade Points (WGP / TOTAL WEIGHTAGE)	Weighted Grade Point
External	4	A+	4	16
Internal	1	A+	3.8	3.80
Total	5			19.8
Grade of a course (GPA)	GPA=Total weighted Grade Points/Total weight 19.8/5 =3.96 = A+ Grade			

Third Stage Evaluation :

CALCULATION OF SGPA (To be done by the University) :

Course code	Title of the course	Credits (C)	Grade Awarded	Course Grade Points (G)	Credit Points (CP=C X G)	SGPA
I - SEMESTER						
001	Course 1	4	O	4.25	17	SGPA = Total Credit Points /Total Credits = 80.16/20 = 4.01 Grade - A+
002	Course 2	4	A+	3.9	15.6	
003	Course 3	4	A	3.45	13.8	
004	Course 4	4	A	3.64	14.56	
005	Course 5	4	O	4.8	19.2	
TOTAL		20			80.16	
II - SEMESTER						
006	Course 6	4	A+	3.88	15.52	SGPA = Total Credit Points /Total Credits = 73.08/20 = 3.65 Grade – A
007	Course 7	4	A+	3.75	15	
008	Course 8	4	A	3.3	13.2	
009	Course 9	4	A	3.56	14.24	
010	Course 10	4	A+	3.78	15.12	
TOTAL		20			73.08	
III - SEMESTER						
011	Course 11	4	A	3.45	13.8	SGPA = Total Credit Points /Total Credits = 74.04/20 = 3.70 Grade – A
012	Course 12	4	A+	3.8	15.2	
013	Course 13	4	O	4.8	19.2	
014	Course 14	4	A	3.58	14.32	
015	Course 15	4	B+	2.88	11.52	
TOTAL		20			74.04	
IV - SEMESTER						

016	Course 16	4	A+	3.85	15.4	SGPA = Total Credit Points /Total Credits = 76.08/20 = 3.80 Grade - A+
017	Course 17	4	A	3.6	14.4	
018	Course 18	4	A	3.47	13.88	
019	Course 19	4	A+	3.8	15.2	
020	Course 20	4	O	4.3	17.2	
TOTAL		20			76.08	

Fourth Stage Evaluation :

CALCULATION OF CGPA (To be done by the University) :

CGPA for the above case :

Semester	Credit of the Semesters	Grade Awarded	Grade point (SGPA)	Credit points
I	20	A+	4.01	80.2
II	20	A	3.65	73
III	20	A	3.70	74
IV	20	A+	3.80	76
TOTAL	80			303.2
CGPA (Total credit points awarded / Total credit of all semesters) = 303.2 / 80 = 3.79 (Which is in between 3.50 and 3.99 in 10-point scale) Therefore the overall Grade awarded in the programme is - 'A+'				

GUIDELINES FOR CODING VARIOUS COURSES :

The following are the common guidelines for Coding various courses in order to get a uniform identification. It is advisable to assign a Seven Digit Code (combination of Alpha Numerical) for various courses as detailed below :

- First three digits** indicate the Programme/discipline code (ENG for English, MCM for M.Com, CHE for chemistry, PHY for physics, MLM for Malayalam, SKT for Sanskrit, HTY for History etc)
- Fourth digit** is the Semester indicator which can be given as 1,2,3 &4 respectively for I,II,III& IV Semester (MCM1, CHE2 Etc).
- Fifth digit** will be the Course Category indicator as detailed below :

SI No	Nature of Course	Course Code
1	Core Courses	C
2	Elective Courses	E
3	Project	P
4	Comprehensive Viva	V
5	Practical / Lab	L
6	Audit Courses	A

4. **Last two digits** indicate the serial number of the respective courses. If there is one digit it should be prefixed by '0'(Zero). (01, 02, etc)
5. If the number of courses in one category is only one (eg : Viva, Project etc.), assign the course serial number as 01.
6. Examples :

Sl No	Code	Details
1	MCM1C01	M.Com I Sem Core Course No1
2	CHE 2 A 02	Chemistry II Sem Audit Course No.2
3	ENG 4 V 01	English IV Sem Viva No. 1
4	MLM 3 E 02	Malayalam III Sem Elective No. 2
5	PHY 4 P 01	Physics IV Sem Project Work No. 1
6	BGY 2 L 02	Biology II Sem Practical No. 2
7	PSY 3 C 02	Psychology III Sem Core Course No. 2
8	HTR 2 E 01	History II Sem Elective Course No. 1

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METRIC NO. 6.5.2.

**INSTITUTION REVIEWS
ITS TEACHING LEARNING
PROCESSES &
LEARNING OUTCOMES
PERIODICALLY
THROUGH IQAC**



2.2

SECTION

DOCUMENTARY PROOF

THE END SEMESTER ASSESSMENT FOR ENSURING ATTAINMENT OF STUDENT LEARNING OUTCOMES



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The **Table 1**, given below, lists the co- and extra-curricular programmes organized by departments/clubs/forums/cells of the college, during the **Academic Year 2020-21**

Table 1: List of Co- and Extra-Curricular Programmes Organized by Departments/Clubs/Forums/Cells of the College, during the AY 2020-21

Sl. No	Programme Title	Organizer	Date	Participants	Pgm Coordinator	Brief Report of the Programme
1	World Environment Day	SQC/IQAC	22 April 2020	250	Dr. Ajmal Mueen, SQC/IQAC Coordinator	As part of the World Environment Day, IQAC has organised a Facebook live talk by the famous environment activist Mr. Hamidali Vazhakkad, on 22nd April 2. Dr. Ajmal Mueen, Coordinator, IQAC of the College, Chaired the session.
2	Planting of Saplings	National Service Scheme	05 June 2020	100	Lukman A, Programme officer, N.S.S Unit & Assistant Professor, Department of Microbiology and Dr. Ambili M. K, Programme officer, N.S.S Unit &	On the World Environment Day, on 5th June 2020, the N.S.S Units, MAMO College, conducted various programmes. In association with N.S.S Kozhikode District Cell, the N.S.S Volunteers planted around seven hundred sapling in the surroundings of their home. N.S.S programme officers, Mr. Lukman A and Dr. Ambili M. K, coordinated the programme effectively. Volunteers prepared



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Sl. No	Programme Title	Organizer	Date	Participants	Pgm Coordinator	Brief Report of the Programme
					Assistant Professor, Department of Hindi	posters for providing environmental Awareness among the students and public.
3	Planting of Seedlings in the Campus	Nature Club	05 June 2020	154	Mr. Shafi K. M, Teacher Coordinator, Nature Club & Assistant Professor, Department of Physics.	As part of the observance of World Environment Day, Nature Club, MAMO College, organized a tree plantation drive, on 05th June 2020. Dr. Abbas T. P, Principal, MAMO College, inaugurated the event. College staff planted saplings in the college campus.
4	Musical Night	Music Club	13 June 2020	105	Dr. Ambili M. K, Music Club co Coordinator & Assistant Professor, Department of Hindi, MAMO College.	The Music Club, MAMO College, has organized an online musical night programme on 13th June 2020. The noted singer Ms. Noor Jaseela, was the Chief Guest of the Programme.
5	Invited Talk on 'Life in Our Blood'	SQC/IQAC	14 June 2020	150	Dr. Ajmal Mueen, SQC/IQAC Coordinator	As part of the observance of Blood Donors Day, SQC organised a Facebook live interaction with Mr. Amjad Rahman, College Alumnus &



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Sl. No	Programme Title	Organizer	Date	Participants	Pgm Coordinator	Brief Report of the Programme
						Renounced Palliative and Blood Donors Forum Activist, on the Importance of Blood Donation. Dr. Ajmal Mueen, Coordinator, IQAC of the College, Chaired the session.
6	Art of Ethical Hacking	Computer Science	15 June 2020	56	Mr. Firos V. M, Assistant Professor, Department of Computer Science.	As part of the Seminar Series conducted by the Department of Computer Science, MAMO College, the Department organized a Webinar, in collaboration with Red Team Hacker Academy, Calicut, on the topic 'Art of Ethical Hacking', on 15th June 2020. Mr. Jaidev R, Cyber Security instructor, Red Team Hacker Academy, Calicut, engaged the expert session on the topic. Mr. Firos V. M, Assistant Professor, Department of Computer Science, welcomed the participants and Mr. Adil Javad
7	Future Expectations	Computer Science	18 June 2020	57	Mr. Basheer P, Assistant Professor,	As part of the invited Talk Series conducted by the Department of Computer



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Sl. No	Programme Title	Organizer	Date	Participants	Pgm Coordinator	Brief Report of the Programme
					Department of Science, MAMO College, the Computer Science.	Department organized an online session on the topic 'Future Expectations', on 18th June 2020. Mr. Mohammed Ikan, Educator and Soft Skill Expert, handled the expert session. Mr. Basheer P, Assistant Professor, Department of Computer Science, welcomed the participants and Mr. Mohammed Siyan Final B.Sc Computer Science, proposed Vote of Thanks.
8	Cultural Event Aarppu	Music Club	28 June 2020	100	Dr. Ambili M. K, Music Club co Coordinator & Assistant Professor, Department of Hindi, MAMO College.	The Music Club, MAMO College, organized an online Mappilapattu Completion. Ms. Sahala, Ms. Lulu Hashmina, Department of English, Mr. Sahal and Ms. Anshitha Salim, both from Department of Physics, secured first, second and third prizes, respectively.
9	Practice of Green	Chemistry	07 July 2020	70	Mr. Farvees D, Assistant Professor,	Department of Chemistry, MAMO College, organized a Webinar on Practice of Green



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Sl. No	Programme Title	Organizer	Date	Participants	Pgm Coordinator	Brief Report of the Programme
	Chemistry				Department of Chemistry.	Chemistry on 7th July 2020. Dr. Ambili J. S, Principal and Associate Professor, RSM SNDP College, Koyilandy, handled the Session. Mr. Abdul Raoof, Assistant Professor, Department of Chemistry, Chaired the function. Mr. Farvees D, Assistant Professor, Department of Chemistry, welcomed the gathering. Ms. Juvairiya, Assistant Professor, Department of Chemistry, proposed Vote of Thanks
10	Paper Bag Making Video	Nature Club	12 July 2020	400	Mr. Shafi K. M, Teacher Coordinator, Nature Club & Assistant Professor, Department of Physics.	Nature club members made Two Paper Bag Making Videos on Paper Bag Day. The Video was streamed on the Nature Club official youtube Channel.
11	Eye Care in the	Chemistry	13 July 2020	55	Mr. Thrivikraman K, Assistant Professor,	Department of Chemistry, MAMO College, organized a Webinar on the topic Eye Care in the online Era, on 13th July



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Sl. No	Programme Title	Organizer	Date	Participants	Pgm Coordinator	Brief Report of the Programme
	online Era				Department of Chemistry.	2020. Dr. Sreevidya P, Medical officer, Government Ayurveda Hospital, Piravam, handled an expert session on the topic. Ms. Minnath T. A, Assistant Professor and Head, Department of Chemistry, Chaired the session. Mr. Thrivikraman K, Assistant Professor, Department of Chemistry, welcomed the gathering and Mr. Farvees D, Assistant Professor, Department of Chemistry, proposed Vote of Thanks.
12	How to Handle Ad in Commercial Cinema	Journalism	13 July 2020	34	Mr. Abdul Bais P, Assistant Professor, Department of Journalism.	As part of the invited Talk Series organized by Department of Journalism, MAMO College, the Department conducted an invited Talk on 'How to Handle Ad in Commercial Cinema' by Mr. Maneesh M. P, Reporter, Madhyamam Daily, on 13th July 2020. Ms. Brijila M. V, Head, Department of Journalism, presided over the function. Mr. Abdul Bais P, Assistant



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Sl. No	Programme Title	Organizer	Date	Participants	Pgm Coordinator	Brief Report of the Programme
						Professor, Department of Journalism, welcomed the participants and Dr. Smitha P, Assistant Professor, Department of Journalism, proposed Vote of Thanks.
13	The Need for Public Relations	Journalism	15 July 2020	32	Ms. Brijila M. V, Head, Department of Journalism.	As part of the invited Talk Series organized by Department of Journalism, MAMO College, the Department conducted an invited Talk 'Importance of Public Relations' by Mr. Siyad P, Academic Co-Ordinator, Markaz Knowledge City, on 15th July 2020. Ms. Brijila M. V, Head, Department of Journalism, presided over the function. Mr. Abdul Bais P, Assistant Professor, Department of Journalism, welcomed the participants and Dr. Smitha P, Assistant Professor, Department of Journalism, proposed Vote of Thanks.



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Sl. No	Programme Title	Organizer	Date	Participants	Pgm Coordinator	Brief Report of the Programme
14	Social Media and Justice	English	17 July 2020	75	Ms. Nicy Joseph, Assistant Professor, Department of English.	As part of the Seminar Series conducted by the Department of English, MAMO College, the Department organized a Webinar on Social Media and Justice, on 17th July 2020. Dr. Abbas T. P, Principal, MAMO College, inaugurated the event. Adv. Mohammed Shahzad, L.L.B, Master in Law from Christ University, Bengaluru, engaged the expert session on the theme of the Seminar. Ms. Nicy Joseph, Assistant Professor, Department of English, Chaired the Session. Mr. Akbarali P, Assistant Professor, Department of English, Welcomed the gathering and Mr. Mirsa Galib K. T, Assistant Professor, Department of English, proposed Vote of Thanks.
15	International News	Journalism	17 July 2020	34	Mr. Abdul Bais P, Assistant	As part of the invited Talk Series organized by Department of Journalism, MAMO College,



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Sl. No	Programme Title	Organizer	Date	Participants	Pgm Coordinator	Brief Report of the Programme
	and the Status of Countries				Professor, Department of Journalism.	the Department conducted an invited Talk 'Importance of international News and the Status of Countries' by Mr. Shameel K, Sub editor, Madhyamam Daily, on 17th July 2020. Ms. Brijila M. V, Head, Department of Journalism, presided over the function. Mr. Abdul Bais P, Assistant Professor, Department of Journalism, welcomed the participants and Dr. Smitha P, Assistant Professor, Department of Journalism, proposed Vote of Thanks.
16	Living with COVID	Microbiology	17 July 2020	96	Ms. Akmal Irfana P, Assistant Professor, Department of Microbiology.	As part of the Seminar Series organized by the Department of Microbiology, MAMO College, the Department organized a Webinar on Living with COVID, on 17th July 2020. Dr. Ahammed Shafi E. P, MBBS, DNB Paediatrics, engaged the expert session on the theme of event. Mr. Lukman A, Head,



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Sl. No	Programme Title	Organizer	Date	Participants	Pgm Coordinator	Brief Report of the Programme
						Department of Microbiology, welcomed the gathering and Ms. Akmal Irfana P, Assistant Professor, Department of Microbiology, proposed vote of thanks.
17	Webinar on Life Style Matters	Physics	17 July 2020	40	Dr. Daughty John, Assistant Professor, Department of Physics.	As part of Seminar Series organized by the Department of Physics, MAMO College, the Department conducted a Webinar on Life Style Matters, on 17th July 2020. Dr. Sonia John M. D, Ayurvedha, Swasthavritta, engaged the expert session and interacted with the students on the topic. Ms. Rukkiyya V. P, Head, Department of Physics, welcomed the gathering and Mr. Sabith P, Second Year B.Sc Physics, proposed vote of thanks.
18	Revisiting the Exciting Story of	Chemistry	20 July 2020	35	Ms. Reshma Sebastian, Assistant Professor,	Department of Chemistry, MAMO College, organized a Webinar on the topic Revisiting the Exciting Story of Chemical Science, on 20th July 2020. Dr.



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Sl. No	Programme Title	Organizer	Date	Participants	Pgm Coordinator	Brief Report of the Programme
	Chemical Science				Department of Chemistry.	Mujeeb Rahman, Assistant Professor, Government Arts and Science College, Meenchanda, handled an expert session on the topic. Ms. Reshma Sebastian, Assistant Professor, Department of Chemistry, Chaired the session. Ms. Minnath T. A, Assistant Professor and Head, Department of Chemistry, welcomed the gathering and Mr. Thrivikraman K, Assistant Professor, Department of Chemistry, proposed Vote of Thanks.
19	IPR - Know Your Rights	Commerce	23 July 2020	56	Mr. Aboobacker K, Assistant Professor, Department of Commerce.	As part of the Lecture Series organized by the Department of Commerce, MAMO College, the Department organized an invited talk on IPR - Know Your Rights, on 23rd July 2020. Adv. Ali Naseef, Chairman, Chartered institute of Commerce, engaged an expert session on the topic. Mr. Muhammed Rashid M. P,



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Sl. No	Programme Title	Organizer	Date	Participants	Pgm Coordinator	Brief Report of the Programme
						Assistant Professor & Head, Department of Commerce, Chaired the session. Mr. Aboobacker K, Assistant Professor, Department of Commerce, welcomed the gathering and Mr. Riyas K, Assistant Professor, Department of Commerce, proposed Vote of Thanks.
20	Artificial Intelligence & Its Evolution	Computer Science	23 July 2020	123	Mr. Arun R., Assistant Professor, Department of Electronics.	Department of Computer Science, MAMO College, organized a National Webinar on 'Artificial intelligence & Its Evolution' in collaboration with Kerala State Higher Education Council (KSHEC), on 23rd July 2020. Dr. Abbas T. P, Principal, MAMO College, inaugurated the event. Dr. R. Priya, Associate Professor, Sree Narayana Guru College, Coimbatore, engaged an expert session on the topic. Mr. Arun R, Assistant Professor, Department of Electronics, extended the welcome speech



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Sl. No	Programme Title	Organizer	Date	Participants	Pgm Coordinator	Brief Report of the Programme
						and Mr. Basheer P, Assistant Professor, Department of Computer Science, proposed Vote of Thanks.
21	Webinar on 'Representing/Discussing About Women: the Question of Heterogeneity'	Women Development Cell (WDC)	23 July 2020	90	Ms. Suhaima K, Co-ordinator, WDC & Assistant Professor, Department of Economics and Ms. Sajisha S, Joint Co-ordinator & Assistant Professor, Department of Commerce	The Women Development Cell (WDC), MAMO College, organized a Webinar on Representing/Discussing About Women: the Question of Heterogeneity, 23rd July 2020. Dr. Asha S, Assistant Professor, Department of English & Comparative Literature, Central University of Kerala, Kasaragod, engaged the session and interacted with the students. Dr. Abbas T. P, Principal, MAMO College, presided over the function. Ms. Suhaima K, Co-ordinator, WDC & Assistant Professor, Department of Economics, welcomed the participants and Ms. Sajisha S, Joint Co-ordinator & Assistant Professor, Department of



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Sl. No	Programme Title	Organizer	Date	Participants	Pgm Coordinator	Brief Report of the Programme
						Commerce, proposed Vote of Thanks.
22	Jam Contest on Justice and Gender	English	25 July 2020	12	Ms. Bincy P, Assistant Professor, Department of English.	A one Minute Speech Competition was organized by the Department of English, MAMO College on 25th July 2020. A Google Form was circulated through Social Media Platforms for Registration. Participants were asked to Send Us a short video of them Speaking about Gender and Justice. Students from different Universities and Colleges spoke about different issues concerning the subject. Ayisha Nilofer T. P, from Providence Women's College and Gopika B. From Maharaja's College were Awarded the First Prize.
23	Video Releasing on Nature Conserv	English	28 July 2020	68	Mr. Akbarali P, Assistant Professor, Department of English.	Department of English, MAMO College, observed the World Nature Conservation Day, 2020, on 28 July 2020. To raise the awareness on Nature Conservation, Students of the



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Sl. No	Programme Title	Organizer	Date	Participants	Pgm Coordinator	Brief Report of the Programme
	ation Day					Department produced a short video on Biodiversity in and around the College Campus. The video was streamed on the official youtube Channel of the College.
24	Water Colour Competition for High School Students	Nature Club	28 July 2020	480	Mr. Shafi K. M, Teacher Coordinator, Nature Club & Assistant Professor, Department of Physics.	Nature Club of the College conducted online water colour competition for high school students in connection with the observance of Nature Conservation Day, on 28th July 2020. 484 students from different schools in state participated in the event. Alka Akhilesh, Providence Girls Higher Secondary School, Calicut secured first prize. Second prize was bagged by Danish Nihal P, Sacred Heart Senior Secondary School, Kottakkal, Malappuram. Third prize was shared by Athul Krishna M. M, VPKMMHSS Puthur Pallikal, Malappuram, Ridha Fathima, St. Mary's High



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Sl. No	Programme Title	Organizer	Date	Participants	Pgm Coordinator	Brief Report of the Programme
						School Koodathai, Kozhikode and Abhay Dev C, G. V. H. S. S. Kadirur, Thalassery, Kannur.
25	Online Tiger Quiz to High School Students	Nature Club	29 July 2020	139	Mr. Shafi K. M, Teacher Coordinator, Nature Club & Assistant Professor, Department of Physics.	Nature Club of the College Conducted an online Tiger Quiz to high school students in connection with international Tiger Day, on 29th July 2020. 139 students participated in the quiz. Online certificates were Distributed to 50 qualified participants
26	Digital Entrepreneurship	Commerce	30 July 2020	70	Mr. Riyas K, Assistant Professor, Department of Commerce.	As part of the Lecture Series organized by the Department of Commerce, MAMO College, the Department organized an invited talk on Digital Entrepreneurship, on 30th July 2020. Mr. M. P. Shanavas, CEO, Digi Mentors Qatar, engaged an expert session on the topic. Mr. Muhammed Rashid M. P, Assistant Professor & Head, Department of Commerce, Chaired the session. Mr. Riyas K, Assistant Professor,



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						Department of Commerce, welcomed the gathering and Mr. Aboobacker K, Assistant Professor, Department of Commerce, proposed Vote of Thanks.
27	Importance of Academic Projects	Computer Science	05 August 2020	26	Mr. Prinsar P. M, Assistant Professor, Department of Computer Science.	As part of the Seminar Series conducted by the Department of Computer Science, MAMO College, the Department organized, in collaboration with Regional Technologies, Calicut, a webinar on the topic 'Importance of Academic Projects', on 5th August 2020. Mr. Nithishkumar T. K, Project Manager, Regional Technologies handled the expert session. Mr. Prinsar P. M, Assistant Professor, Department of Computer Science, welcomed the participants and Ms. Athira P, Final B.Sc Computer Science, proposed Vote of Thanks.
28	Academic Projects	Computer Science	06 August 2020	28	Mr. Firos V. M, Assistant Professor,	As part of the Seminar Series conducted by the Department of Computer Science, MAMO



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					Department of Computer Science.	College, the Department organized, in collaboration with Networkz Systems, Calicut, a Webinar on the topic 'Academic Projects', on 6th August 2020. Mr. Chiristy George Thomas, Networkz Systems, Calicut, handled the expert session on the topic. Mr. Firos V. M, Assistant Professor, Department of Computer Science, Welcomed the participants and Mr. Sajeer a. T, Final B.Sc Computer Science, proposed Vote of Thanks.
29	Quiz Competition	National Service Scheme	06 August 2020	130	Shameera P, Programme officer, N.S.S Unit & Assistant Professor, Department of Chemistry and Muhammed Anees P. C,	As part of Hiroshima Day observance, N.S.S Units, MAMO College, organized an online Quiz Competition, on 6th August 2021, for the students of the College. 130 students participated in the competition. E-certificate was provided for the all participants



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					Programme officer, N.S.S Unit & Assistant Professor, Department of History	
30	Video on international Day of World's indigenous People	English	09 August 2020	82	Mr. Mirsa Galib K. T, Assistant Professor, Department of English.	On the day of World's indigenous People, the students of the Department of English, MAMO College, released a video, on 09th August 2020, to spread awareness about indigenous people, and the need to protect their rights. The video provided clear insight about these people, their culture, and the atrocities committed against them.
31	Academic Projects in IT Field	Computer Science	11 August 2020	24	Ms. Raeesa T. M, Assistant Professor, Department of Computer Science.	As part of the Seminar Series conducted by the Department of Computer Science, MAMO College, the Department organized, in collaboration with Bluegen Solution, Calicut, a webinar on the topic 'Academic Projects in IT Field', on 11th



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						August 2020. Mr. Ashik N. C, CEO, Bluegen Solution, Calicut handled the expert session on the topic. Ms. Raeesa T. M, Assistant Professor, Department of Computer Science, welcomed the participants and Mr. Abin Raj M. K, Final B.Sc Computer Science, proposed Vote of Thanks.
32	Independence Day Celebration	National Service Scheme	15 August 2020	95	Ms. Shameera P, Programme officer, N.S.S Unit & Assistant Professor, Department of Chemistry and r. Muhammed Anees P. C, Programme officer, N.S.S Unit & Assistant Professor,	NSS Units, MAMO College, celebrated 74th independence day on 15th August 2020. Mr. Ajeesh Kunnath, Deputy Collector, LA Disaster Management, Wyand, gave away the independence Day Message. Dr. Shinas Babu (MBBS, MD), Nodal officer COVID-GH, Manjeri and frontline worker of COVID-19 pandemic, was honoured in the function. Dr. Abbas T. P, Principal, MAMO College, presided over the function. Muhammed Anees P. C, Programme officer, N.S.S Unit &



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					Department of History	Assistant Professor, Department of History proposed vote of thanks
33	Live interaction on Environment and Photography	History	19 August 2020	98	Dr. Ajmal Mueen M. A	As part of observance of World Photography Day, Department of History, MAMO College, organized a live interaction with famous wild life photographer, Mr. Nisar Kolakkadan, on 19th August 2020. The guest shared his experiences in Wild Life Photography. Dr. Ajmal Mueen, Coordinator, College IQAC, moderated the live discussion.
34	SMA Awareness Talk	National Service Scheme	25 August 2020	80	Shameera P, Programme officer, N.S.S Unit & Assistant Professor, Department of Chemistry and Muhammed Anees P. C, Programme	N.S.S Units of MAMO College, as part of Spinal Muscular Atrophy Awareness Campaign, organized a talk on SMA awareness on 25th August 2020. Mr. Krishna Kumar, Vice President (MIND) and Kerala State Youth Icon Awardee and Mr. Prabeesh Mathew, Coordinator, SMA Campaign, delivered talks on SMA awareness and interacted with



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					officer, N.S.S Unit & Assistant Professor, Department of History	volunteers. The programme was really informative and students were able to understand the plight of SMA patients. Dr. Abbas T. P, Principal, MAMO College, presided over the function. Ms. Shameera, Programme officer, N.S.S Unit & Assistant Professor, Department of Chemistry, formally welcomed the gathering and Mr. Muhammed Anees P. C, Programme officer, N.S.S Unit & Assistant Professor, Department of History, Proposed Vote of Thanks.
35	Bin the Binary- Weeding Sexism with Gender Fair Language	English	26 August 2020	80	Ms. Hanna Thasneem S. K, Head, Department of English.	The Department of English, MAMO College, observed the Woman's Equality Day as per the gender equality initiatives of the College IQAC, on 26 August, 2020. As part the observance, a video prepared by the students of B.a English Programme was streamed in the official youtube channel of the College.



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36	Family As a Tool of Equality	Microbiology	26 August 2020	138	Ms Sana M a, Assistant Professor, Department of Microbiology.	As part of the Seminar Series organized by the Department of Microbiology, MAMO College, the Department organized a Webinar on Family as a Tool of Equality, on 26th August 2020. Adv. Basima U. K, BBA LLB Hons, Practising Lawyer, District Court, Kozhikode, engaged the expert session on the theme of event. Mr. Lukman A, Head, Department of Microbiology, welcomed the gathering and Ms. Sana M a, Assistant Professor, Department of Microbiology, proposed vote of thanks.
37	Observance of World Suicide Prevention Day.	English	10 September 2020	250	Ms. Nicy Joseph, Assistant Professor, Department of English.	As part of the Observance of World Suicide Prevention Day, Department of English, MAMO College, prepared a Video Talk by Dr. Bijish K. Krishnan, Counsellor, Life Family Counselling, Kozhikode. The Video Talk was streamed on official youtube Channel of the



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						College on 10th September 2020. The talk helps to create an awareness on suicide prevention and help equip students to fight against suicidal tendencies.
38	Environmental Quiz to High School Students	Nature Club	16 September 2020	140	Mr. Shafi K. M, Teacher Coordinator, Nature Club & Assistant Professor, Department of Physics.	Nature Club of the College conducted an online Environmental Quiz to High School students on World Ozone Day 2020. 140 students from different High schools participated in the event. Mahara Shihab, P. T. M H. S. S Kodiyathur, Calicut and Devika S, N. S. S H. S. S, Alakode, Kannur Secured first Prize in the Event. Second prize was bagged by Keerthana Sreekumar, G. V. H. S. S Kalanjoor, Pathanamthitta. Cash prizes and certificates were distributed to winners.
39	Release of Ozone Day Awareness	Nature Club	16 September 2020	145	Mr. Shafi K. M, Teacher Coordinator, Nature Club	As part of the World Ozone Day Observance, members of the Nature Club, MAMO College, brought out Ozone Day



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	ess Video				& Assistant Professor, Department of Physics.	awareness video "Thalamurakkoru Bhoomikkaay". The Video was streamed on the College official youtube Channel.
40	Talk on Previsioning of Gender in 'the Red Tent'	English	17 September 2020	85	Ms. Nicy Joseph, Assistant Professor, Department of English.	The Department of English, MAMO College, prepared a video talk on Re-Visioning of Gender in Retelling of Biblical Narratives by Ms. Anju John, Assistant Professor, Department of English, Basilius College, Kottatyam and the same was released on the official youtube Channel of the College on 2020-21. Ms. Nicy Joseph, Assistant Professor, Department of English, officially released the video.
41	Talk on international Day of Sign Languages	English	23 September 2020	75	Ms. Hanna Thasneem S. K. Assistant Professor, Department of English.	As part of the observance of international Day on Sign Languages, Department of English, MAMO College, organized an online talk by Sr. Sunitha, Faculty, Assissi HSS for the Deaf, Perinthalmanna,



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						on the Importance of Learning Sign Languages, on 23rd September 2020.
42	International Tourism Day	SQC/IQAC	27 September 2020	85	Dr. Ajmal Mueen, SQC/IQAC Coordinator	As part of World Tourism day, students of SQC interacted with expatriates of Canada and Turkey. Mr. Fasil Abdu, Canada and Mr. Rashad Qasim, Istanbul shared their experiences and tourism opportunities. Dr. Ajmal Mueen, Coordinator, IQAC of the College, Chaired the session.
43	The Business Implications of COVID 19: Lessons From india	Management	30 September 2020	70	Mr. Dilshad P. K, Assistant Professor, Department of Management Studies	Department of Management Studies MAMO College, conducted a Webinar on the topic the Business implications of COVID 19: Lessons from india, on 30th September 2020. The Chief Guest of the event, Dr Shabeer K. P, Assistant Professor, PG Department of Economics, Government College, Kodenchery, engaged a session on the topic and interacted with the students. How COVID 19 influenced Business field is the



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						main topic of this programme. Ms. Shareena P. P, Head & Assistant Professor, Department of Management Studies, welcomed the gathering. Mr. Dilshad P. K, Assistant Professor, Department of Management Studies, coordinated the session
44	Gandhi Jayanthi Celebrations	National Service Scheme	02 October 2020	25	Ms. Shameera P, Programme officer, N.S.S Unit & Assistant Professor, Department of Chemistry and Muhammed Anees P. C, Programme officer, N.S.S Unit & Assistant Professor,	As part of observing Gandhi Jayanthi, NSS Units of MAMO College conducted an all Kerala Quiz Completion based on the life and message of Mahatma Gandhi. Mr. Adwaith M Prashanth of Trivandrum, won the first prize and Mr. Shamil of Kozhikode won the second prize.



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					Department of History	
45	Legal and Ethical Issues in E-Commerce	Management	07 October 2020	62	Mr. Muhammed Basheer T. K, Assistant Professor, Department of Management Studies.	Department of Management Studies organised a webinar on the topic legal and Ethical Issues in E-Commerce, Cyber security and IPR, on 7th October 2020 the Speaker Ms. Shalna Joufar, Computer Science Faculty, Kendriya Vidyalaya, Calicut briefly explained the concept legal and ethical issues in E-Commerce and she also explained Cyber Security and IPR related with E-Commerce. Ms. Shareena P. P, Head & Assistant Professor, Department of Management Studies, welcomed the gathering. Mr. Muhammed Basheer T. K, Assistant Professor, Department of Management Studies, coordinated the programme. Ms. Anshi Fathima students representative proposed vote of thanks



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46	International Webinar	College Osa (Optical Society of America) Chapter	08 October 2020	110	Dr. Shaheer Cheemada, Assistant Professor, Department of Physics.	The OSA Chapter of the College organized an international Webinar on the topic Graphene-Based Fast Saturable Absorber Devices, on 8th October 2020. Dr. Isinsu Baylam Koc University, Turkey, engaged the expert session.
47	Observance of international Day of Girl Child	Chemistry	11 October 2020	184	Ms. Juvairiya P, Assistant Professor, Department of Chemistry.	As part of the Observance of international Day of Girl Child, Department of Chemistry, MAMO College, organized an online talk by Dr Ajmal Mueen M. A, Assistant Professor and Head, Department of History MAMO College Mukkam on 21st August 2018. Ms. Juvairiya P, Assistant Professor, Department of Chemistry, welcomed the gathering and Ms. Reshma Sebastian, Assistant Professor, Department of Chemistry, proposed Vote of Thanks.



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48	International Day of Girl Children	History	11 October 2020	78	Mr. Muhammed Anees P. C, Assistant Professor, Department of History.	As the part of the observance of the international Day of Girl Children, the Department of History MAMO College, organized a discussion session on 11th October 2020, led by Ms. Mubassira, Alumnus, Department of History, MAMO College. The guest stressed the need for empowering girls through education to fight against various discriminations faced by girl children.
49	International Day of Girl Child	SQC/IQAC	11 October 2020	70	Dr. Ajmal Mueen, SQC/IQAC Coordinator	As part of Student Scholar Webinar Series. Ms. Mubashira, Alumnus, Department of History, delivered the talk on Girls Education, on 11th October 2020. Dr. Ajmal Mueen, Coordinator, IQAC of the College, Chaired the session. Ms. Shima, Student Coordinator, welcomed the gathering and Shameel, SQC Team Head, proposed vote of thanks



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Table 1: List of Co- and Extra-Curricular Programmes Organized by Departments/Clubs/Forums/Cells of the College, during the AY 2020-21

Sl. No	Programme Title	Organizer	Date	Participants	Pgm Coordinator	Brief Report of the Programme
50	IPR: Fencing Your intellectual Property	Computer Science	12 October 2020	70	Ms. Beena Cherian, Head, Department of Computer Science.	Department of Computer Science, MAMO College, organized a Webinar on the topic intellectual Property Rights on 12th October 2020. Mr. Arun R, CEO, primeray Technology, Kozhikode, handled the expert session. Ms. Beena Cherian, Head, Department of Computer Science, Welcomed the participants. Mr. Midhun B. S., Final B.Sc Computer Science, proposed Vote of Thanks.
51	State Level inter-School Quiz Competition	College Osa (Optical Society of America) Chapter	14 October 2020	80	Dr. Daugthy John, MAMO	The OSA Chapter of the College organized a State Level online inter-School Quiz Competition, Samasya-2020, on 14th October 2020.
52	Entrepreneurship	Computer Science	14 October 2020	32	Ms. Bilkees K., Assistant Professor,	As part of the invited Talk Series conducted by the Department of Computer



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	ip As a Career				Department of Computer Science.	Science, MAMO College, the Department organized an online interactive session on the topic 'Entrepreneurship as a Career', on 14th October 2020. Mr. Abdulla Rashid M, Co-Founder, Magnolabs handled the interactive session. Ms. Bilkees K, Assistant Professor, Department of Computer Science, welcomed the participants and Ms. Merin George, Final B.Sc Computer Science, proposed Vote of Thanks.
53	Students' Scholars Talk	SQC/IQAC	14 October 2020	65	Dr. Ajmal Mueen, SQC/IQAC Coordinator	As part of the Students Scholar Webinar Series, Mr. Ahmmad Ameer, Second Year B. A History, engaged a session on Agrarian Issues in india, on 14th October 2020. Dr. Ajmal Mueen, Coordinator, IQAC of the College, Chaired the session.
54	Students'	SQC/IQAC	19 October 2020	65	Ms. Hanna Thasneem, SQC/IQAC	As part Student Scholars Webinar Series, Mr. P. K. M Anas, Second Year M.Sc



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	Scholars Talk				Asst. Coordinator	Mathematics, MAMO College, delivered a talk on Issues in the Era of New Normal, on 19th October 2020. Dr. Ajmal Mueen, Coordinator, IQAC of the College, Chaired the session.
55	Webinar on Eco Tourism and Environmental Sustainability	History	24 October 2020	85	Mr. Muhammed Anees P. C, Assistant Professor, Department of History.	As part of observance of the international Day of Climate Action, Department of History, MAMO College, organized a webinar on Eco Tourism and Environmental Sustainability: Exploring Local Eco Tourism Site, on 24th October 2020. Students of the Department Mr. Raees Babu, Mr. Nandu Narayan and Ms. Baby Shafna introduced Local Eco-Tourism Sites of their locality. Dr. Ajmal Mueen, Head, Department of History, Chaired the webinar session and Mr. Muhammed Anees P. C, Program Coordinator & Assistant Professor, Department of



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						History, welcomed the gathering.
56	Intellectual Property Rights	Chemistry	28 October 2020	62	Mr. Thrivikraman K, Assistant Professor, Department of Chemistry.	Department of Chemistry, MAMO College, organized a Seminar on IPR on 28th on October 2020. Dr. Grace Thomas, Assistant Professor, Department of Chemistry, S. H. College, thevara, delivered the Keynote Address. Ms. Minnath T. A, Head, Department of Chemistry, Chaired the function. Mr. Thrivikraman K, Assistant Professor, Department of Chemistry welcomed the gathering and Mr. Farvees D, Assistant Professor, Department of Chemistry, proposed Vote of Thanks.
57	The Problem with E - Waste	Computer Science	30 October 2020	65	Ms. Beena Cherian, Head, Department of Computer Science.	Department of Computer Science, MAMO College, organized a Webinar on the topic 'e-Waste Management', on 30th October 2020. Ms. Bodhy Krihna S, Assistant Professor, Department of Computer



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						Science, Farook College (Autonomous), Feroke, handled the expert session. Ms. Beena Cherian, Head, Department of Computer Science, Welcomed the participants and Mr. Rameez Ameen, Final B.Sc Computer Science, proposed Vote of Thanks.
58	Sign Language Workshop	National Service Scheme	07 November 2020	90	Shameera P, Programme officer, N.S.S Unit & Assistant Professor, Department of Chemistry and Muhammed Anees P. C, Programme officer, N.S.S Unit & Assistant Professor,	In association with Dream Foundation and Samasamam, N.S.S Units of MAMO College conducted 'Sign Language Workshop', on 7th November 2020, to give training to N.S.S Volunteers in Sign Language. Dr. Ajmal Mueen M. A, Coordinator, College IQAC inaugurated the Programme. Ms. Shameera P, N.S.S Programme officer and Mr. Muhammed Anees P. C, N.S.S Programme officer formally welcomed the session and Mr. Sabith, N.S.S Student Secretary, Propose Vote of Thanks



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					Department of History	
59	Webinar on IPR	Mathematics	14 November 2020	90	Dr. Mini P. M, Head, Department of Mathematics.	Department of Mathematics, MAMO College, organized a Webinar on intellectual Property Rights, on 14th November 2020. Dr. P. M. Mini, Head, Department of Mathematics, inaugurated the Webinar. Adv. Jayaprakash K. T, Practising Lawyer, District Court, Kozhikode, handled the expert session on IPR. Mr. Anoop N. K, Assistant Professor, Department of Mathematics, presided over the Function. Ms. Anju Prakash, Final Year B.Sc Mathematics, Welcomed the gathering and Ms. Fathima T. V, Final Year B.Sc Mathematics proposed Vote of Thanks.
60	International Day for the Elimination	National Service Scheme	25 November 2020	150	Shameera P, Programme officer, N.S.S Unit & Assistant	N.S.S Units of MAMO College observed international Day for Elimination of Violence Against Women on 25th November 2020. The N.S.S Volunteers



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	tion of Violence Against Women				Professor, Department of Chemistry and Muhammed Anees P. C, Programme officer, N.S.S Unit & Assistant Professor, Department of History	conducted many online activities as a part of the day observance. Volunteers created awareness posters and videos.
61	Entrepreneurship and New Media	SQC/IQAC	05 December 2020	55	Ms. Hanna Thasneem, SQC/ IQAC Asst. Coordinator	As part of Student Scholar Programme of SQC, Mr. Junaid, Second Year MCJ, MAMO College, delivered the talk on Opportunities and Challenges in the Field of Journalism, on 05th December 2020. Mr. Hanna Thasneem, SQC/ IQAC Asst. Coordinator, Chaired the programme.
62	Understanding Crypto	IT Club	07 Decem	63	Ms. Bilkees K, Assistant Professor,	IT Club, MAMO College Organized a Webinar on "Understanding Crypto currency



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	Currency and Future in india		ber 2020		Department of Computer Science	and its Future in india" on 07th December 2020. Mr, Rafeeqe Parakkal, CEO, Trogon Media Pvt Ltd., Calicut. The Webinar was led by Ms. Bilkees K ,Co-Ordinator IT club &Assistant Professor Department of Computer Science, presided over the session
63	Release of a Video on Human Rights Day	English	10 December 2020	90	Mr. Jasir K, Assistant Professor, Department of English.	As part of the Observance of Human Rights Day, the students of the Department of English, MAMO College, released a short video on 10th December 2020. The video was helpful enough in making conscious of the fact that all human being are born free and re equal in rights and dignity.
64	International Human Rights Day	History	10 December 2020	57	Dr. Ajmal Mueen M. A, Head, Department of History.	As the part of international Human Rights Day observance, department of History, MAMO College, organized an invited Talk by Mr. Jiyad Hussain Ahdal. V, Senior Research Fellow, University of Hyderabad



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						and Alumnus of the Department, on 10th December 2020. In his talk on Aspects of Human Right Violations of the Contemporary Society, Mr. Jiyad stressed the need for taking up the Human Right Issues for discussion among student community. Mr. Abdul Rahiman O. M, Assistant Professor, Department of History, Chaired the Session and Mr. Muhammed Anees, Assistant Professor, Department of History, welcomed the gathering.
65	Webinar on the Plight of Humanity	National Service Scheme	10 December 2020	90	Shameera P, Programme officer, N.S.S Unit & Assistant Professor, Department of Chemistry and Muhammed Anees P. C,	As part of World Human Right Day Observance, N.S.S Units, MAMO College, conducted a Webinar on the Plight of Humanity, on 10th December 2020. Dr. Biju R. K, Dean Faculty of Law, University of Calicut, handled the expert session on the theme of the programme and interacted with the volunteers. Ms. Shameera P,



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					Programme officer, N.S.S Unit & Assistant Professor, Department of Chemistry, welcomed the participants and Mr. Muhammed Anees P. C, Department of History	Programme officer, N.S.S Unit & Assistant Professor, Department of History proposed vote of thanks.
66	Encouraging An inclusive Culture	English	18 December 2020	85	Ms. Nicy Joseph, Assistant Professor, Department of English.	Department of English, MAMO College, in collaboration with ilab, Kozhikode, conducted a Webinar on Encouraging an inclusive Culture, on 18th December 2020. The Chief guest Ms. Nasmina Nasir, Founder, ilab, Kozhikode, explained the need for an inclusive culture in education field. Ms. Nicy Joseph, Assistant Professor, Department of English, welcomed the participants and Ms. Alakanandalal, Assistant Professor, Department of English, proposed vote of thanks.



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67	Encouraging An inclusive Culture	Literary Club	18 December 2020	60	Ms. Nicy Joseph Co-ordinator, WDC & Assistant Professor Department of English	Literary Club, Department of English, MAMO College, has organised a webinar on Encouraging An inclusive Culture on 18 December 2020, 2.30 pm via Google Meet. Resource Person Ms. Nasmina Nasir ilab Founder explained the need for an inclusive culture in the field of education. Ms. Nicy Joseph, Assistant Professor, Department of English, welcomed the participants and Ms. Alakanandalal, Assistant Professor, Department of English, proposed the vote of thanks.
68	Yoga and Physical Activities: Path to Fitness	National Service Scheme	22 December 2020	90	Ms. Shameera P, Programme officer, N.S.S Unit & Assistant Professor, Department of Chemistry	As part of the 7-Day online NSS Camp, the NSS Units of the College organized an online Yoga Training Programme to NSS Volunteers, on 22nd December 2020. Mr. Mujeeb Rahman Ambalakkandi, Assistant Professor, Department



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					and Muhammed Anees P. C, Programme officer, N.S.S Unit & Assistant Professor, Department of History	of Physical Education, MAMO College, handled the Training Session.
69	'Veetiloru Adukkal thottam'	National Service Scheme	23 December 2020	98	Shameera P, Programme officer, N.S.S Unit & Assistant Professor, Department of Chemistry and Muhammed Anees P. C, Programme officer, N.S.S Unit & Assistant Professor,	As part of the Farmers Day Observance, N.S.S Units, MAMO College, conducted an Organic Farming Campaign 'Veetiloru Adukkalthottam'. As part of the campaign, the Volunteers planted vegetables in their kitchen yards.



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					Department of History	
70	Yes to Life, No to Drugs'	National Service Scheme	23 December 2020	95	Shameera P, Programme officer, N.S.S Unit & Assistant Professor, Department of Chemistry and Muhammed Anees P. C, Programme officer, N.S.S Unit & Assistant Professor, Department of History	N.S.S Units, MAMO College, conducted a Material Abuse Awareness Webinar on the topic the Plight of Humanity, on 10th December 2020. Mr. B. Harikumar, Co-ordinator, VIMUKTHI Mission and Nasha Mukth Bharath, Malappuram, handled the expert session on the theme of the programme and interacted with the volunteers. Ms. Shameera P, Programme officer, N.S.S Unit & Assistant Professor, Department of Chemistry, welcomed the participants and Mr. Muhammed Anees P. C, Programme officer, N.S.S Unit & Assistant Professor, Department of History proposed vote of thanks.
71	Aerobic Exercise	National	24 Decem	86	Ms. Shameera P, Programme officer, N.S.S	As part of the 7-Day online NSS Camp, the NSS Units of the College organized an online



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		Service ber Scheme	2020		Unit & Assistant Professor, Department of Chemistry and Muhammed Anees P. C, Programme officer, N.S.S Unit & Assistant Professor, Department of History	Aerobic Training Session to NSS Volunteers, on 24th December 2020. Mr. Prabeesh P, Assistant Professor, Department of Physical Education, MAMO College, handled the Training Session.
72	Carol Night	National Service Scheme	24 December 2020	91	Ms. Shameera P, Programme officer, N.S.S Unit & Assistant Professor, Department of Chemistry and Muhammed Anees P. C,	As part of the 7-Day online NSS Camp, the NSS Units of the College organized online Christmas Celebration, on 24th December 2020. Rev. Paul Jacob, Vicar, St. Thomas Marthoma Church, Sohar, Oman, was the Chief Guest of the Celebrations.



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					Programme officer, N.S.S Unit & Assistant Professor, Department of History	
73	Engage Your Audience	National Service Scheme	24 December 2020	95	Ms. Shameera P, Programme officer, N.S.S Unit & Assistant Professor, Department of Chemistry and Muhammed Anees P. C, Programme officer, N.S.S Unit & Assistant Professor, Department of History	As part of the 7-Day online NSS Camp, the NSS Units of the College organized an online Public Speak Training Programme, titled Engage Your Audience, with objective instilling soft skills among the NSS volunteers, on 24th December 2020. Abdurahiman Karuthedath, Assistant Professor, Department of Commerce, Malabar College of Advanced Studies, Vengara, engaged the Training Session.



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74	Youth for Prevention and Mitigation of COVID 19	National Service Scheme	25 December 2020	88	Shameera P, Programme officer, N.S.S Unit & Assistant Professor, Department of Chemistry and Muhammed Anees P. C, Programme officer, N.S.S Unit & Assistant Professor, Department of History	As part of the 7-Day Residential Camp PHOENIX organized by N.S.S Units, MAMO College, N.S.S Units organized a talk on the topic Youth for prevention and Mitigation of COVID 19 by Dr. Navya Thaikattil, MBBS, MD, Community Medicine, COVID Control Cell, Malappuram, on 25th December 2020. Ms. Shameera P, Programme officer, N.S.S Unit & Assistant Professor, Department of Chemistry, welcomed the participants and Mr. Muhammed Anees P. C, Programme officer, N.S.S Unit & Assistant Professor, Department of History proposed vote of thanks.
75	Paper Bag Making-Skill Training	National Service Scheme	26 December 2020	85	Ms. Shameera P, Programme officer, N.S.S Unit & Assistant Professor,	As part of the 7-Day online NSS Camp, the NSS Units of the College organized an online training on Paper Bag Making to NSS Volunteers, on 26th December 2020. Mr. Prakash



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					Department of Chemistry and Muhammed Anees P. C, Programme officer, N.S.S Unit & Assistant Professor, Department of History	Mathew, Designer, Social Worker Founder, Yellow Wings, engaged the training session.
76	Thought of the Day	National Service Scheme	27 December 2020	95	Ms. Shameera P, Programme officer, N.S.S Unit & Assistant Professor, Department of Chemistry and Muhammed Anees P. C, Programme officer, N.S.S Unit &	As part of the 7-Day online NSS Camp, the NSS Units of the College organized an online Personality Development Training Programme, titled Thought of the Day, for NSS Volunteers, on 27th December 2020.



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					Assistant Professor, Department of History	
77	Cultural Exchange Programme	Ek Bharat Shrestha Bharat (Ebsb) Chapter	29 December 2020	75	Mr. Jasir K, Coordinator, Ek Bharat Shrestha Bharat (EBSB) Chapter & Assistant Professor, Department of English	With the aim of promoting the spirit of National integration, the Ek Bharat Shrestha Bharat (EBSB) Chapter of MAMO College, Mukkam, in association with the Department of History, MAMO College, organised a cultural exchange programme with IIT Himachal Pradesh on 29 December 2020 at Delhi. The students of both institutions interacted with each other and Dr. Ajmal Mueen M. A, Assistant Professor and Head, Department of History, MAMO College, Mukkam delivered a brief talk on "Kerala Culture and Tradition".
78	World introvert Day	Literary Club	02 January 2021	10	Ms. Hanna Thasneem S. K, Assistant Professor,	As part of observing World introvert Day, the Literary Club, MAMO College, released an awareness video on 2nd January



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					Department of English	2021. The video helps to understand an introvert better and appreciate them. .
79	Resolution Challenge	Literary Club	07 January 2021	8	Ms. Alakanandala, Faculty, Department of English	The Literary Club, MAMO College, has organised a National Level Video Contest, 'Resolution Challenge', in connection with New Year Celebrations. Participants were asked to make a one minute video, speaking about their resolution influenced by their experiences from 2020. Ms. Rona C Sajith, 1st B. A. English, Christ College, Iringalakkuda and Mr. Fahad Abdul Nazar, 1st B.Sc Computer Science, MAMO College, won the first and second prizes, respectively.
80	Two Day National Webinar on Application	Physics	08 January 2021	35	Ms. Rukkiyya V. P, Assistant Professor & Head, Department of Physics.	As part of Seminar Series organized by the Department of Physics, MAMO College, the Department conducted, in collaboration with institute of Plasma Research, Gujarat, a Two-Day National Webinar on



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	ion of Plasma and Nuclear Fusion					Applications of Plasma and Nuclear Fusion, on 7th and 8th January 2021. Eminent Scientists from institute of Plasma Research, Gujarat, handled the technical sessions. Ms. Chaya Chavda, Coordinator, Outreach Programme, institute of Plasma Research, Gujarat, welcomed the participants. Ms Rukkiyya V. P, Head, Department of Physics, proposed vote of thanks.
81	Opportunities and Challenges of Software industry in Current Scenario	IT Club	10 January 2021	30	Mrs. Basheer P, Assistant Coordinators, Assistant Professor Department of Computer Science	The IT Club, MAMO College, conducted a Webinar on the topic 'Opportunities and Challenges of Software industry in Current Scenario' on 10th January, 2021. S. Jincy a, Senior Software Developer, IPSR Solution Pvt. Ltd., engaged the Session.
82	Mind Your	Literary Club	11 January	10	Ms. Aseeka M, Faculty,	The Literary Club, MAMO College, has organised a webinar



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	Tongue: Jaunting Through Faux Pas in English		ry 2021		Department of English	on Mind Your Tongue: Jaunting Through Faux Pas in English on 11th January 2021, 2.30 pm. Resource Person Mr. Abdul Sathar C. P, Assistant Professor, Department of English, Farook College, explained the commonly used mistakes in English. Ms. Aseeka M. Assistant Professor, Department of English, welcomed the gathering and Ms. Hanna Thasneem S. K. Proposed vote of thanks.
83	Webinar on Cyber Security & Women	Women Development Cell (WDC)	11 January 2021	95	Ms. Suhaima K, Co-ordinator, WDC & Assistant Professor, Department of Economics and Ms. Sajish.a.S, Joint Co-ordinator & Assistant	The Women Development Cell of MAMO College, in collaboration with Kerala Vanitha Commission, organized a Webinar on Cyber Security & Women on 11th January 2021. Adv. M. S Thara, Member, Kerala Vanitha Commission, inaugurated the programme. Mr. Rangeesh. T. K, Senior Civil Police officer, Payyoli Police Station, engaged an expert session on the topic and



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					Professor, Department of Commerce	interacted with the students. Dr. Abbas T. P, Principal, MAMO College, presided over the function. Ms. Suhaima K, Co-ordinator, WDC & Assistant Professor, Department of Economics, welcomed the participants and Ms. Sajisha S, Joint Co-ordinator & Assistant Professor, Department of Commerce, proposed Vote of Thanks.
84	Next Generation Leader?	Commerce	12 January 2021	85	Mr. Riyas K, Assistant Professor, Department of Commerce.	As part of National Youth Day observance, Department of Commerce, MAMO College, the Department organized an invited Talk by Mr. Shahid Eletil on the topic Next Generation Leader?, on 12th January 2021. Mr. Muhammed Rashid M. P, Assistant Professor & Head, Department of Commerce, Chaired the session. Mr. Riyas K, Assistant Professor, Department of Commerce, welcomed the



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						gathering and Mr. Aboobacker K, Assistant Professor, Department of Commerce, proposed Vote of Thanks.
85	Republic Day Celebration	National Service Scheme	26 January 2021	110	Ms. Shameera P, Programme officer, N.S.S Unit & Assistant Professor, Department of Chemistry and Muhammed Anees P. C, Programme officer, N.S.S Unit & Assistant Professor, Department of History	The NSS Units of the College observed the Republic Day with zest. Mr. Abdulrahiman O. M, Assistant Professor, Department of History, MAMO College, hoisted the National Flag and gave away the Republic Day Message.
86	Talk on Racial Elements in	English	02 February 2021	80	Ms. Nicy Joseph, Assistant Professor,	Department of English, MAMO College, conducted a discussion session on 'Racial Elements in 'Jamaican Fragment', on 2nd



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	'Jamaican Fragment'				Department of English.	February 2021. Ms. Nicy Joseph, Assistant Professor, Department of English, led the special discussion session. As the story tells, the discussants reached the conclusion that racism is not found in a child's mind, but it is a creation of the complex adult which was a great insight to the entire student community.
87	Webinar on Business Start-Up During COVID 19 Pandemic	Ed Club	11 February 2021	40	Mr. Mirshad K. C	ED Club, MAMO College, organised a webinar on Business Start-Ups During COVID 19 Pandemic on 11th February 2021. Dr. Mubarak Rahman, Asst. Professor, Amal College of Advanced Studies, Nilambur, handled the session. Mr. Mirshad K. C, Coordinator, ED Club, welcomed the participants and Mr. Sharafudheen, Assistant Professor, Department of Management Studies, proposed vote of thanks.



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88	Webinar on Copy Right	Mathematics	11 February 2021	80	Mr. Shibu C. G, Assistant Professor, Department of Mathematics.	Department of Mathematics, MAMO College, organized a Webinar on Copyrights, on 11th February 2021. Dr. P. M. Mini, Head, Department of Mathematics, inaugurated the Webinar. Adv. Diljith S, Practising Lawyer, District Court, Kozhikode, handled the expert session on Copyrights. Mr. Shibu C. G. Assistant Professor Department of Mathematics Welcomed the gathering and Mr. Anoop N. K. Assistant Professor Department of Mathematics, proposed the Vote of Thanks.
89	Invited Talk on the Occasion of Observance of World	Mamoc Media	13 February 2021	6	Mr. Abdul Bais P, Assistant Professor, Department of Journalism	As part of the observance of World Radio Day, Department of Journalism, MAMO College, organized an invited Talk, on 13th February 2021. Mr. Hakkim Kuttayi, News Reader, All india Radio, Kozhikode, handled the session and he explained the job nature and



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	Radio Day					career opportunities in Broadcast Media. Ms. Brijila M. V, Head, Department of Journalism, presided over the session. Mr. Abdul Bais P, Assistant Professor, Department of Journalism welcomed the gathering and Mr. Muhammed Miraz, Second Year M. A Journalism & Mass Communication, proposed Vote of Thanks.
90	Digital Marketing	Management	15 February 2021	90	Ms. Shareena P. P, Head & Assistant Professor, Department of Management Studies.	Department of Management Studies, MAMO College, conducted a Webinar on the topic Digital Marketing. The Chief Guest of the event, Mr. Jitto Jose, CEO and Founder Leads Training, gave an expert talk on the topic and interacted with the students to clarify their doubts. Ms. Shareena P. P, Head & Assistant Professor, Department of Management Studies, welcomed the gathering. Ms. Anshi Fathima,



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						student representative of the department delivered vote of thanks.
91	Nss Orientation Program	National Service Scheme	16 February 2021	98	Ms. Shameera P, Programme officer, N.S.S Unit & Assistant Professor, Department of Chemistry and Muhammed Anees P. C, Programme officer, N.S.S Unit & Assistant Professor, Department of History	The NSS Units of the College the NSS Training Programme for the Volunteers, on 16th February 2021. Dr. Soni P. L, Assistant Professor and NSS Programme officer, Sri Achutha Menon Govt College, Thrissur (Indira Gandhi National NSS Awardee), engaged the Training Session.
92	Biryan Challenge-Grace	National Service Scheme	20 February 2021	50	Shameera P, Programme officer, N.S.S Unit & Assistant	Volunteers of N.S.S Units, MAMO College, rendered their services in the conduct of Biryani Challenge organized by Grace Palliative Care, Mukkam,



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	Palliative Care Mukkam				Professor, Department of Chemistry and Muhammed Anees P. C, Programme officer, N.S.S Unit & Assistant Professor, Department of History	in Biryani Packing and Distribution, on 20th February 2021. 50 Volunteers actively participated in the programme.
93	Film Screening "Privilege" on Gender Discrimination	Journalism	24 February 2021	34	Mr. Abdul Bais P, Assistant Professor, Department of Journalism.	Department of Journalism, MAMO College, screened the short film "Privilege" on Gender Discrimination, by Nirmalya T Sundar, 3rd Semester M. A Journalism & Mass Communication, on 12th November 2019. Nirmalya T Sundar, shared his experiences in the making of the short film. Ms. Brijila M. V, Head, Department of Journalism, presided over the function. Mr.



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						Abdul Bais P, Assistant Professor, Department of Journalism, led the discussion on the short film. Ms. Shibila Fathima, First Year M.a Journalism & Mass Communication, Welcomed the gathering and Mr. Mufasal Muhammed O. P, Second Year M.a Journalism & Mass Communication, proposed Vote of Thanks.
94	Webinar on Mass Media Research: An introduction	Journalism	24 February 2021	38	Dr. Smitha P, Assistant Professor, Department of Journalism.	Department of Journalism, MAMO College, organized a National Webinar on Mass Media Research: An introduction, on 24th February 2021. Dr. Meljo Thomas, Assistant Professor, Department of Media Studies, Christ Deemed to be University, Bangalore, handled the expert session on the topic. Ms. Brijila M. V, Head, Department of Journalism, presided over the function. Dr. Smitha P, Assistant Professor,



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						Department of Journalism, welcomed the participants and Mr. Abdul Bais P, Assistant Professor, Department of Journalism, proposed Vote of Thanks.
95	Patents Awareness Programme	Microbiology	25 February 2021	117	Ms. Jasna E, Assistant Professor, Department of Microbiology.	As part of the Seminar Series organized by the Department of Microbiology, MAMO College, the Department organized a Webinar on Patent Laws, on 25th February 2021. Adv. Rajahs Nesmith, Practising Lawyer, District Court, Kozhikode, engaged the expert session on the theme of event. Mr. Lukman A, Head, Department of Microbiology, welcomed the gathering and Ms. Jasna. E, Assistant Professor, Department of Microbiology, proposed vote of thanks.
96	Road Safety Awareness	National Service Scheme	25 February 2021	95	Shameera P, Programme officer, N.S.S Unit &	N.S.S Units, MAMO College, organized an invited Talk and Awareness March as part of its Road Safety Awareness



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	Programme				Assistant Professor, Department of Chemistry and Muhammed Anees P. C, Programme officer, N.S.S Unit & Assistant Professor, Department of History	Programme on 25th February 2021. Mr. Fasal Babu, Press Club Secretary, Mukkam, Flagged off the event. Dr. Abbas Principal, MAMO College, presided over the function. Ms. Shameera P, Programme officer, N.S.S Unit & Assistant Professor, Department of Chemistry, welcomed the participants and Mr. Muhammed Anees P. C, Programme officer, N.S.S Unit & Assistant Professor, Department of History proposed vote of thanks.
97	Webinar on Gender Awareness	Women Development Cell (WDC)	26 February 2021	80	Ms. Suhaima K, Co-ordinator, WDC & Assistant Professor, Department of Economics and Ms. Sajisha S,	The Women Development Cell of MAMO College, in collaboration with Kerala Vanitha Commission, organized a Webinar on Gender Awareness, on 26th February 2021. Adv. M. S Thara, Member, Kerala Vanitha Commission, inaugurated the programme. Dr. M. M. Basheer, Legal & Gender



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					Joint Co-ordinator & Assistant Professor, Department of Commerce	Activist and Trainer, engaged an expert session on the topic and interacted with the students. Dr. Abbas T. P, Principal, MAMO College, presided over the function. Ms. Suhaima K, Co-ordinator, WDC & Assistant Professor, Department of Economics, welcomed the participants and Ms. Sajisha S, Joint Co-ordinator & Assistant Professor, Department of Commerce, proposed Vote of Thanks.
98	Future Awaits: How to Become An Entrepreneur	Chemistry	27 February 2021	52	Ms. Shameera P,	Department of Chemistry, MAMO College, organized a seminar on Future Awaits - How to Become an Entrepreneur, on 27th February 2021. The Chief Guest, Mr. Shameer, Director and Founder of CODESAP Technologies Pvt Ltd and EDUSAP Pvt Ltd. Interacted with the students to share his experiences. Ms. Shameera P, Assistant Professor, Department



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						of Chemistry, welcomed the gathering and Mr. Thrivikraman K, Assistant Professor, Department of Chemistry, proposed Vote of Thanks.
99	Cheruppa Dignity Charitable Foundation Biryani Challenge	National Service Scheme	27 February 2021	40	Shameera P, Programme officer, N.S.S Unit & Assistant Professor, Department of Chemistry and Muhammed Anees P. C, Programme officer, N.S.S Unit & Assistant Professor, Department of History	Volunteers of N.S.S Units, MAMO College, rendered their services in the conduct of Biryani Challenge organized by Cheruppa Dignity Charitable Foundation, in Biryani Packing and Distribution, on 27th February 2021. 40 Volunteers actively participated in the programme.
100	Managing Ecosystems	Economics	28 February	50	Mr. Shukoor K. H, Head,	As part of the Seminar Series conducted by the Department of Economics, MAMO College, the



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	m for Sustainability		ary 2021		Department of Economics.	Department organized a Seminar on Managing Ecosystem for Sustainability, on 28th February 2021. Dr. Abbas T. P, Principal, MAMO College, inaugurated the event. Mr. Sirajudheen Pannikkottur, Environmental Columnist, engaged the expert session on the theme of the Seminar. Mr. Shukoor K. H, Head, Department of Economics, Chaired the Session. Ms. Suhaima K, Assistant Professor, Department of Economics, felicitated the function. Mr. Muhammed Jaffer V, Assistant Professor, Department of Economics, Welcomed the gathering and Ms. Fayidha Minnu, Final Year B.a Economics, proposed Vote of Thanks.
101	Webinar on Digital	Journalism	28 Febru	35	Mr. Abdul Bais P, Assistant	Department of Journalism, MAMO College, organized a National Webinar on Media



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	Media innovation & Digital Entrepreneurship		ary 2021		Professor, Department of Journalism.	Entrepreneurship, on 28th February 2021. Mr. Rashad K., Video Content Creator and Marketing Manager, Global Banking and Finance Review Magazine, London, handled the expert session on the topic. Ms. Brijila M. V, Head, Department of Journalism, presided over the function. Mr. Abdul Bais P, Assistant Professor, Department of Journalism, welcomed the participants and Dr. Smitha P, Assistant Professor, Department of Journalism, proposed Vote of Thanks.
102	Digital Media innovation and Digital Entrepreneurship	Mamoc Media	28 February 2021	6	Ms. Brijila M. V, Coordinator, MAMOC MEDIA & Assistant Professor, Department of Journalism	Department of Journalism, MAMO College, organized a National Webinar on Media Entrepreneurship, on 28th February 2021. Mr. Rashad K., Video Content Creator and Marketing Manager, Global Banking and Finance Review Magazine, London, handled the expert session on the topic. Ms.



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						Brijila M. V, Head, Department of Journalism, presided over the function. Mr. Abdul Bais P, Assistant Professor, Department of Journalism, welcomed the participants and Dr. Smitha P, Assistant Professor, Department of Journalism, proposed Vote of Thanks.
103	IPR in Global Scenario	Commerce	02 March 2021	50	Ms. Nafisa Masooda, Assistant Professor, Department of Commerce.	As part of the Lecture Series organized by the Department of Commerce, MAMO College, the Department organized an invited talk on IPR in Global Scenario, on 2nd March 2021. Dr. Abdul Ghany Faiyyas, Assistant Professor, College of Administration, Jazan University, Saudi Arabia, engaged an expert session on the topic. Mr. Muhammed Rashid M. P, Assistant Professor & Head, Department of Commerce, Chaired the session. Ms. Nafisa Masooda, Assistant Professor, Department of Commerce,



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						welcomed the gathering and Mr. Aboobacker K, Assistant Professor, Department of Commerce, proposed Vote of Thanks.
104	Redressing the Gender Imbalance	Economics	02 March 2021	50	Mr. Shukoor K. H, Head, Department of Economics.	As part of the Seminar Series conducted by the Department of Economics, MAMO College, the Department organized a Seminar on Redressing the Gender Imbalance, on 2nd March 2021. Dr. Abbas T. P, Principal, MAMO College, inaugurated the event. Ms. Radeena D. N, Assistant Professor, Government Arts and Science College, Kozhikode, engaged the expert session on the theme of the Seminar. Mr. Shukoor K. H, Head, Department of Economics, Chaired the Session. Ms. Suhaima, K, Assistant Professor, Department of Economics, felicitated the function. Mr. Muhammed Jaffer V, Assistant



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						Professor, Department of Economics, Welcomed the gathering and Ms. Fayida Minnu, Final Year B.a Economics, proposed Vote of Thanks.
105	National Level Digital Collage Competition	Journalism	02 March 2021	100	Mr. Abdul Bais P, Assistant Professor, Department of Journalism.	As part of the observance of World Wild Life Day, Department of Journalism, MAMO College, organized a National Level Digital Collage Competition, on 2nd March 2021. Around 100 students participated in the competition. Winners were honoured and prizes were given away for the first three positions holders. Ms. Brijila M. V, Head, Department of Journalism, presided over the session. Mr. Abdul Bais P, Assistant Professor, Department of Journalism welcomed the gathering and Ms. Haneena Abdul Rahman, First Year M.a Journalism & Mass



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						Communication, proposed Vote of Thanks.
106	Trademark	Microbiology	02 March 2021	132	Ms. Amrutha P, Assistant Professor, Department of Microbiology.	As part of the Seminar Series organized by the Department of Microbiology, MAMO College, the Department organized a Webinar on Trademark Protection, on 02nd March 2021. Adv. Sharima Kareem, Practicing Lawyer, Thamarassery, Kozhikode, engaged the expert session on the theme of event. Mr. Lukman A, Head, Department of Microbiology, welcomed the gathering and Ms. Amrutha P, Assistant Professor, Department of Microbiology, proposed vote of thanks.
107	Women Centred Society: Are the Gents Marginalised	Commerce	03 March 2021	35	Mr. Riyas K, Assistant Professor, Department of Commerce.	As part of the Lecture Series organized by the Department of Commerce, MAMO College, the Department organized an invited talk on Women Centred Society: Are the Gents Marginalised, on 3rd March



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						2021. Mr. Abdurahiman O. M., Assistant Professor, Department of History, MAMO College, engaged an expert session on the topic. Mr. Muhammed Rashid M. P, Assistant Professor & Head, Department of Commerce, Chaired the session. Mr. Riyas K, Assistant Professor, Department of Commerce, welcomed the gathering and Mr. Aboobacker K, Assistant Professor, Department of Commerce, proposed Vote of Thanks.
108	Geographical indications in IPR	English	03 March 2021	65	Ms. Alakananda Lal, Assistant Professor, Department of English.	As part of the Seminar Series conducted by the Department of English, MAMO College, the Department organized a Webinar on Geographical indications in IPR, on 3rd March 2021. Dr. Abbas T. P, Principal, MAMO College, inaugurated the event. Adv. Rakesh. P. S, Assistant Professor, Markaz Law College, engaged the expert



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						session on the theme of the Seminar. Ms. Nicy Joseph, Assistant Professor, Department of English, Chaired the Session. Ms. Bincy P, Assistant Professor, Department of English, Welcomed the gathering and Ms. Alakananda Lal, Assistant Professor, Department of English, proposed Vote of Thanks.
109	Let's Talk About Gender	Journalism	03 March 2021	40	Ms. Brijila M. V, Head, Department of Journalism.	Department of Journalism, MAMO College, conducted an international Webinar on the topic Let's Talk About Gender, on 3rd March 2021. Mr. Renza, Research Scholar, Erasmus University, Rotterdam handled the expert session on the theme of the event. Ms. Brijila M. V, Head, Department of Journalism, presided over the function. Dr. Smitha P, Assistant Professor, Department of Journalism, welcomed the participants and Mr. Abdul Bais



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						P, Assistant Professor, Department of Journalism, proposed Vote of Thanks.
110	Webinar on interdisciplinary Communication Research	Journalism	03 March 2021	42	Ms. Brijila M. V, Assistant Professor, Department of Journalism.	Department of Journalism, MAMO College, organized a webinar on inter Disciplinary of Communication Research, on 03rd March 2021. Dr. Anto P, Cheerotha, Assistant Professor, Department of Media Studies, Malayalam University, Tirur, handled the expert session on the topic. Ms. Brijila M. V, Head, Department of Journalism, presided over the function. Mr. Abdul Bais P, Assistant Professor, Department of Journalism, welcomed the participants and Dr. Smitha P, Assistant Professor, Department of Journalism, proposed Vote of Thanks.
111	Petrichor: a Ppt Presentation	Mathematics	03 March 2021	40	Ms. Jyothilakshmi P, Associate Professor,	Department of Mathematics, MAMO College, organized a paper presentation session on Environment & Sustenance. Ms.



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					Department of Statistics.	Jyothilakshmi M. P, Department of Statistics inaugurated the session. Students of B.Sc Mathematics, Ms. Shaheera C., Ms. Avani and Ms. Fathima T. V, presented their papers on theme. Ms. Anju Prakash, Final B.Sc Mathematics, welcomed the gathering and Ms. Sreedevi, Final B.Sc Mathematics, proposed Vote of Thanks.
112	Opportunities and Challenges of Entrepreneurs	Microbiology	03 March 2021	59	Ms. Ummukulsu K, Assistant Professor, Department of Microbiology.	As part of the Seminar Series organized by the Department of Microbiology, MAMO College, the Department organized a Webinar on the topic Opportunities and Challenges of Entrepreneurs, on 3rd March 2021. Mr. P. K. Ashraf Kakkat, Entrepreneur and industrialist, engaged the session and interacted with the students. Mr. Lukman A, Head, Department of Microbiology, welcomed the gathering and Ms. Aishwarya, Second B. Sc



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						Microbiology, proposed vote of thanks. Ms. Ummukulsu K, Assistant Professor, Department of Microbiology, coordinated the event.
113	Work Shop on Arduino	Innovation & Entrepreneurship Development Cell	04 March 2021	26	Mr. Arun R, Coordinator IEDC Club & Assistant Professor, Department of Electronics	The innovation & Entrepreneurship Development Cell of the College organized a Two-day Arduino Workshop as part of its launching, on 04-05 March 2021. Mr. Muneer V. K, Assistant Professor, Department of Sullamussalam College, Areekode, led the Workshop.
114	Poster Making Competition on Gender inequality	Computer Science	05 March 2021	20	Mr. Firos V. M, Assistant Professor, Department of Computer Science.	Department of Computer Science, MAMO College, organized a Digital Poster Making Competition on the topic 'Gender Justice', on 5th March 2021. Mr. Firos V. M, Assistant Professor, Department of Computer Science, inaugurated the event.
115	Talk on Copyright	Journalism	05 March 2021	21	Ms. Brijila M. V, Head,	Department of Journalism, MAMO College, conducted an awareness Programme on



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					Department of Journalism.	Copyright, on 05th March 2021. Dr. Smitha P, Assistant Professor, Department of Journalism, MAMO College, handled the session. Ms. Brijila M. V, Head, Department of Journalism, Chaired the function. Mr. Adil Shareef P, First Year M.a Journalism & Mass Communication, Welcomed the gathering and Mr. Afshan Hamza, First Year M.a Journalism & Mass Communication, proposed Vote of Thanks.
116	Gender Justice in Kerala Society	Mathematics	05 March 2021	36	Mr. Shibu C. G, Assistant Professor, Department of Mathematics.	Department of Mathematics, MAMO College, organized a Webinar on Gender Justice in Kerala Society, on 5th March 2021. Dr. P. M. Mini, Head, Department of Mathematics, inaugurated the event. Dr. Suneetha T V, Associate Professor, School of Cultural Studies, Malayalam University, engaged an expert session on the



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						theme. Mr. Shibu C. G, Assistant Professor, Department of Mathematics, welcomed the gathering and Mr. Anoop N. K, Assistant Professor, Department of Mathematics, proposed the Vote of Thanks.
117	Webinar on intellectual Property Right	History	06 March 2021	65	Dr. Ajmal Mueen M. A, Head, Department of History.	Department of History, MAMO College, organized a Webinar on intellectual Property Rights on 06th March 2021. Adv. P. V Shabeer, Leading Advocate and Director of Voxlaw, inaugurated the Webinar. Dr. Ajmal Mueen Head, Department of History, Chaired the session. Mr. Muhammed Anees P. C, Assistant Professor, Department of History felicitated the event. Abdurahiman O. M, Assistant Professor, Department of History, welcomed the gathering and Baby Shafna Final B.a History, proposed vote of thanks



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118	Women: a Social View	Mathematics	06 March 2021	20	Dr. Mini P. M, Head, Department of Mathematics.	Department of Mathematics, MAMO College, organized a film review session on 6th March 2021, to review of the film 'the Great indian Kitchen", Directed by Jeo Baby. Mr. Shibu C. G, Assistant Professor, Department of Mathematics, moderated the review discussions.
119	An Overview of IPR	Physics	06 March 2021	40	Dr. Daughty John, Assistant Professor, Department of Physics.	As part of Seminar Series organized by the Department of Physics, MAMO College, the Department conducted a Webinar on intellectual Property Rights, on 6th March 2021. Dr. Asha R Research officer, inter University for IPR Studies, engaged the expert session and interacted with the students on the topic. Dr. Daughty John, Assistant Professor, Department of Physics, welcomed the gathering and Ms Fidha P, Second Year B.Sc Physics, proposed vote of thanks.



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Sl. No	Programme Title	Organizer	Date	Participants	Pgm Coordinator	Brief Report of the Programme
120	Own a Trade Mark	Commerce	08 March 2021	46	Ms. Nafisa Masooda, Assistant Professor, Department of Commerce.	As part of the Lecture Series organized by the Department of Commerce, MAMO College, the Department organized an invited talk on Own a Trade Mark, on 8th March 2021. Mr. Abdu Rahiman Irshad, Company Secretary, engaged an expert session on the topic. Mr. Muhammed Rashid M. P, Assistant Professor & Head, Department of Commerce, Chaired the session. Ms. Nafisa Masooda, Assistant Professor, Department of Commerce, welcomed the gathering and Mr. Aboobacker K, Assistant Professor, Department of Commerce, proposed Vote of Thanks.
121	Women in Digital Economy	Commerce	08 March 2021	45	Mr. Riyas. K, Assistant Professor, Department of Commerce.	As part of the Lecture Series organized by the Department of Commerce, MAMO College, the Department organized an invited talk on Woman in Digital Economy, on 3rd March 2021.



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						Ms. Raihanath J. C, MD, Media Pulse Advertising, Mukkam, engaged an expert session on the topic. Mr. Muhammed Rashid M. P, Assistant Professor & Head, Department of Commerce, Chaired the session. Mr. Riyas K, Assistant Professor, Department of Commerce, welcomed the gathering and Mr. Aboobacker K, Assistant Professor, Department of Commerce, proposed Vote of Thanks.
122	International Women's Day	English	08 March 2021	75	Ms. Nicy Joseph, Assistant Professor, Department of English.	As part of the international Women's Day observance, the Department of English, in collaboration with Junior Chamber international (JCI) Manassery, organized an interactive Discussion session with international Women's Day as theme. Dr. Abbas T. P, Principal, MAMO College, inaugurated the event. The Chief Guest, Ms. Priya Mohan,



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						Agriculture officer, Mukkam, Chaired the Session. Ms. Mini Sibi, JFM, Felicitated the function. Ms. Nicy Joseph, Assistant Professor, Department of English, Welcomed the gathering. Ms. Hanna Thasneem, Head, Department of English, proposed Vote of Thanks.
123	Webinar on IPR	Journalism	08 March 2021	28	Ms. Brijila M. V, Head, Department of Journalism.	Department of Journalism, MAMO College, conducted a Webinar in intellectual Property Rights, on 8th March 2021. Mr. Musthafa Mubashir, Research Scholar, Pondicherry Central University, handled the session. Ms. Brijila M. V, Head, Department of Journalism, Chaired the function. Anargha M, First Year M.a Journalism & Mass Communication, Welcomed the gathering and Anjana P, First Year M.a Journalism & Mass Communication, proposed Vote of Thanks.



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124	Enrichment of Women in the Field of Businesses	Management	08 March 2021	55	Mr. Muhammed Basheer T. K, Assistant Professor, Department of Management Studies.	Department of Management Studies, MAMO College, conducted a Webinar on the topic Enrichment of Women in the Field of Business, on 5th December 2018. Ms. Sumayya Farween, Project Assistant, Ekalavaya Foundation, Bhopal, Madhya Pradesh, handled an expert session on the topic. Ms. Shareena P. P, Head & Assistant Professor, Department of Management Studies, welcomed the gathering. Mr. Muhammed Basheer T. K, Assistant Professor, Department of Management Studies, coordinated the programme
125	International Women's Day	National Service Scheme	08 March 2021	100	Shameera P, Programme officer, N.S.S Unit & Assistant Professor, Department of Chemistry	As part of the international Women's Day observance, N.S.S Units, MAMO College, conducted an online international Women's Day Awareness Discussion Programme on 8th March 2021. The Volunteers were put in



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					and Muhammed Anees P. C, Programme officer, N.S.S Unit & Assistant Professor, Department of History	groups for interactive discussions and brain storming on the theme and one representative from each group presented a summary of their discussions. N.S.S Programme officers, Ms. Shameera P, Assistant Professor, Department of Chemistry and Mr. Muhammed Anees P. C, Assistant Professor, Department of History, moderated the discussions.
126	International Women's Day Celebration	Women Development Cell (WDC)	08 March 2021	60	Ms. Suhaima K, Co-ordinator, WDC & Assistant Professor, Department of Economics and Ms. Sajisha S, Joint Co-ordinator & Assistant	Women Development Cell (WDC), MAMO College, organized a film screening and review discussion programme on 8th March 2021, as part of the observance of international Women Day. The movie by 'English Vinglish' by Gouri Shinde was screened and a review discussion was followed. The WDC also conducted a Women's Day Awareness Rally, as part of the Day observance.



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					Professor, Department of Commerce	
127	International Women's Day Celebration	Women Development Cell (WDC)	08 March 2021	60	Ms. Suhaima K, Co-ordinator, WDC & Assistant Professor, Department of Economics and Ms. Sajisha S, Joint Co-ordinator & Assistant Professor, Department of Commerce	Women Development Cell (WDC), MAMO College, organized a film screening and review discussion programme on 8th March 2021, as part of the observance of international Women Day. The movie by 'English Vinglish' by Gouri Shinde was screened and a review discussion was followed. The WDC also conducted a Women's Day Awareness Rally, as part of the Day observance.
128	Snehasparsham' Athani Paliative Care Fund Rising	National Service Scheme	09 March 2021	40	Shameera P, Programme officer, N.S.S Unit & Assistant Professor, Department of	N.S.S Units, MAMO College, conducted a Fund Rising Programme 'Snehasparsham' to Collect fund for the Athani Paliative Care & Rehabilitation Centre on 9th March 2021. N.S.S Programme officers, Ms.



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	Programme				Chemistry and Muhammed Anees P. C, Programme officer, N.S.S Unit & Assistant Professor, Department of History	Shameera P, Assistant Professor, Department of Chemistry and Mr. Muhammed Anees P. C, Assistant Professor, Department of History, coordinated the programme.
129	Talk on "How to Become An Entrepreneur"	Journalism	10 March 2021	48	Ms. Brijila M. V, Head, Department of Journalism.	Department of Journalism, MAMO College, organized a webinar on Entrepreneurship, on 10th March 2021. Sanoop P, Managing Director, Scrappy Waste Management & Recycling App, handled the expert session on the topic. Ms. Brijila M. V, Head, Department of Journalism, presided over the function. Mr. Abdul Bais P, Assistant Professor, Department of Journalism, welcomed the participants and Dr. Smitha P, Assistant Professor, Department



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						of Journalism, proposed Vote of Thanks.
130	COVID Vaccination Awareness and Vaccination Registration Programme	National Service Scheme	10 March 2021	80	Shameera P, Programme officer, N.S.S Unit & Assistant Professor, Department of Chemistry and Muhammed Anees P. C, Programme officer, N.S.S Unit & Assistant Professor, Department of History	N.S.S Units, MAMO College, conducted a COVID Vaccination Awareness and Vaccination Registration Programme, on 10th March 2021. Mr. P. T Babu, Chairman, Mukkam Municipality, inaugurated the programme. Dr. Abbas Principal, MAMO College, presided over the function. Ms. Shameera P, Programme officer, N.S.S Unit & Assistant Professor, Department of Chemistry, welcomed the participants and Mr. Muhammed Anees P. C, Programme officer, N.S.S Unit & Assistant Professor, Department of History proposed vote of thanks.
131	Webinar on Human Values	Mathematics	18 March 2021	42	Dr. Mini P. M, Head, Department of Mathematics.	Department of Mathematics, MAMO College, organized a Webinar on Human Values, on 3rd March 2021. Dr. P. M. Mini, Head, Department of



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						Mathematics, inaugurated the session. Dr. Madhavikkutty, Former Principal, ZGC, Kozhikode. Engaged the session. Mr. Shibu C. G, Assistant Professor, Department of Mathematics, welcomed the gathering and Mr. Anoop N. K. Assistant Professor, Department of Mathematics, proposed the Vote of Thanks.
132	Film Screening	Management	22 March 2021	25	Ms. Shareena P. P, Head & Assistant Professor, Department of Management Studies.	Department of Management Studies, MAMO College, conducted a Film Screening programme in connection with international Day for Elimination of Racial Discrimination, on 22 March 2021. Department screened the movie Kakka Muttai that deals with the issues of racial discrimination. Ms. Shareena P. P, Head & Assistant Professor, Department of Management Studies, led the discussion that followed the screening. Mr.



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						Mirshad K. C, Assistant Professor, Department of Management Studies, welcomed the gathering and Mr. Muhammed Shamlik P K, Second Year BBA, proposed vote of thanks.
133	Water Quality Problems of Kerala State.	Microbiology	22 March 2021	125	Ms. Ummukulsu K, Assistant Professor, Department of Microbiology.	As part of the invited Talk Series organized by the Department of Microbiology, MAMO College, the Department conducted an invited talk on Water Quality Problems of Kerala, as part of World Water Day observance, on 22nd March 2021. Dr. Madhavan Komath Retd. Scientist CWRDM, Kozhikode, engaged an expert session on the topic. Dr. Abbas T. P, Principal, MAMO College, presided over the function. Mr. Mujeebrahiman Ambalkkandi, Head, Department of Physical Education, felicitated the function. Mr. Lukman A, Head, Department of Microbiology,



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Sl. No	Programme Title	Organizer	Date	Participants	Pgm Coordinator	Brief Report of the Programme
						welcomed the gathering and Ms. Nyana, Second Year B.Sc Microbiology, proposed vote of thanks.
134	Empowering the Self: one Step Towards a Better Future	English	24 March 2021	28	Ms. Alakanandala I, Assistant Professor, Department of English.	Department of English, MAMO College, conducted a Workshop on Empowering the Self: one Step Towards a Better Future, on 24th March 2021. Mr. Shafeeq Katharammal, Zone Trainer, JCI india, inaugurated the programme. Ms. Shyma Chandrasekhar, JCI india, presided over the function. Ms. Nicy Joseph, Assistant Professor, Department of English, welcomed the gathering and Ms. Rahna Fathima, Final Year B.a English, proposed the Vote of Thanks.
135	The Role of Youth in Social Engineering	English	24 March 2021	43	Mr. Jasir K, Assistant Professor, Department of English.	Department of English, MAMO College, in collaboration with ilab, Kozhikode, organized a youth orientation programme titled 'Growing with ilab: the Role of Youth in Social



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						Engineering', on 24th March 2021. Mr. Thabassum Ahammed, Associate Director, ilab, led the session. Mr. Nassef P. T, Peoples' Lead, interacted with the participants. Ms. Niccy Joseph, Assistant Professor, Department of English, Chaired the Session. Ms. Alakanandalal, Assistant Professor, Department of English, Welcomed the gathering and Ms. Bincy P, Assistant Professor, Department of English, proposed Vote of Thanks.
136	Short Film Making Competition	Theatre Club	27 March 2021	10	Mr. Akbarali P, Assistant Professor, Department of English	As part of the World theatre Day observance, the theatre Club, MAMO College, conducted an online Short Film Contest for the students of MAMO College. Ms. Jannath Sherin (I B.a English) won the first prize.
137	Community Visit with	English	28 March 2021	26	Ms. Bincy P, Assistant Professor,	Department of English, MAMO College, in collaboration with ilab, Kozhikode, conducted a social extension programme



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	Ilab: to Payyanackal Beach				Department of English.	'Community Visit with ilab: to Payyanackal Beach', on 28th March 2021. The visit was jointly led by Ms. Nasmina Nasir, Director ilab, Mr. Naseef P. T, Peoples' Lead, Ms. Alaknandalal, Assistant Professor, Department of English and Ms. Bincy P, Assistant Professor, Department of English. Students donated a set of notebooks and pens to all students appearing for SSLC examination.
138	Fund Raising Programme for Ilab	English	30 March 2021	49	Ms. Alakanandala, Assistant Professor, Department of English.	The Programme 'Mentor a Child' was a seven days' fund raising programme for ilab, to help the students of ilab especially for providing Laptops or Mobile phones to attend online classes during the Pandemic. Ms. Niccy Joseph, Assistant Professor was the teacher Coordinator.
139	Women Rights Are	Microbiology	31 March 2021	64	Ms. Akmal Irfana P, Assistant	As part of the Seminar Series organized by the Department of Microbiology, MAMO College,



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	Human Rights				Professor, Department of Microbiology.	the Department organized a Webinar on the topic Women Rights are Human Rights, on 31st March 2021. Adv. Smitha Govindan, Practising Lawyer, District Court, Kozhikode, engaged the expert session on the theme of event. Mr. Lukman A, Head, Department of Microbiology, welcomed the gathering and Ms. Akmal Irfana P, Assistant Professor, Department of Microbiology, proposed vote of thanks.
140	Sparsham Charitable Trust, Biryani Challenge	National Service Scheme	31 March 2021	45	Shameera P, Programme officer, N.S.S Unit & Assistant Professor, Department of Chemistry and Muhammed Anees P. C, Programme	Volunteers of N.S.S Units, MAMO College, rendered their services in the conduct of Biryani Challenge organized by Sparsham Charitable Trust, Biryani Challenge, in Biryani Packing and Distribution, on 31st March 2021. 45 Volunteers actively participated in the programme.



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					officer, N.S.S Unit & Assistant Professor, Department of History	
141	National Nurses Day	SQC/IQAC	12 May 2021	48	Ms. Hanna Thasneem, SQC/ IQAC Asst. Coordinator	As part of international Nurse's Day observance, an interactive session was organized with the nurses who are kin of MAMO College family. Mr. P. K Muhammad Fazil, Ms. Aysha Shibin, Ms. Misriya, Ms. Ramshida, and Ms. Sakeena interacted with students. Ms. Hanna Thasneem, SQC/ IQAC Asst. Coordinator Chaired the session.
142	Change Maker: Volunteer Call to Ilab	English	17 May 2021	50	Ms. Hanna Thasneem S. K, Assistant Professor, Department of English	Department of English, MAMO College, in collaboration with ilab, Kozhikode, conducted a social extension programme for selecting volunteers for collaborating with the social extension programme conducted by ilab, Kozhikode, on 17th May



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						2021. Mr. Naseef, People's Lead, ilab, Kozhikode, introduced the topic, Change Maker: Volunteer Call to ilab and briefly explained the procedures to be completed to become a part of ilab. Ms. Nasmina Nasir, Founder, ilab, Kozhikode presided over the programme. Mr. Thabassum Ahammed, Associate Director ilab, Delivered the Keynote Address. Ms. Nicy Joseph, Assistant Professor, Department of English, welcomed the gathering and Ms. Sana Fathima, Second Year B.a English, proposed Vote of Thanks.
143	Who Certificate Course Challenge	SQC/IQAC	17 May 2021	78	Dr. Ajmal Mueen, Coordinator, SQC/ IQAC	As part of COVID awareness programme and to encourage students to do moocs, SQC/IQAC organised a competition to avail WHO Certificate courses. 78 students participated by submitting certificates they have received from WHO.



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Sl. No	Programme Title	Organizer	Date	Participants	Pgm Coordinator	Brief Report of the Programme
144	Rhythm of Nature	English	23 May 2021	52	Mr. Jasir K, Assistant Professor, Department of English	As part of the observance of international Day for Biological Diversity, Department of English, MAMO College, conducted a National Level Nature Photography Contest titled Rhythm of Nature, on 14th March 2021. Winners were honoured and e-certificates were given away for the first three positions holders. Sruthi Prakash, MAMO College, Vivek B. I, Coimbatore, Kongunadu College and Shana Nasrin, MAMO College, secured first, second and third prizes, respectively.
145	Dry Day Observance	National Service Scheme	23 May 2021	95	Shameera P, Programme officer, N.S.S Unit & Assistant Professor, Department of Chemistry and	As part of the Dry Day Observance, N.S.S Units, MAMO College, organized cleaning campaign, on 23rd May 2021. As part of the event, the volunteers cleaned their home compound and surroundings to Control Common Monsoon



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					Muhammed Anees P. C, Programme officer, N.S.S Unit & Assistant Professor, Department of History	Diseases and spread Awareness on Monsoon Diseases.
146	Blood Donation Awareness Class	National Service Scheme	25 May 2021	89	Shameera P, Programme officer, N.S.S Unit & Assistant Professor, Department of Chemistry and Muhammed Anees P. C, Programme officer, N.S.S Unit & Assistant Professor,	N.S.S Units, MAMO College, organized a Blood Donation Awareness Class on 25th May 2021. Mr. Amjad Rahman, Executive Member, Blood Donors, Kerala, Kozhikode, and Palliative Activist, handled the expert session on the topic and interacted with the students. Ms. Shameera P, Programme officer, N.S.S Unit & Assistant Professor, Department of Chemistry, welcomed the participants and Mr. Muhammed Anees P. C, Programme officer, N.S.S Unit & Assistant Professor, Department



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					Department of History	of History proposed vote of thanks.
147	Career Path in Blended Spaces	SQC/IQAC	25 May 2021	58	Dr. Ajmal Mueen, SQC/IQAC Coordinator	SQC/ IQAC organised a special session to know the latest trends and job opportunities in IT filed in collaboration with Avodha Solutions. Ms. Suhaila Hashim and Ms. Jaseela Noori interacted with students. Mr. Ramees, SQC Student Head, Chaired the Session. Dr. Ajmal Mueen, Coordinator, IQAC of the College, delivered the Keynote address.
148	Anti Tobacco Day Observation and Awareness Class	National Service Scheme	31 May 2021	80	Shameera P, Programme officer, N.S.S Unit & Assistant Professor, Department of Chemistry and Muhammed Anees P. C, Programme	As part of the Anti-Tobacco Day Observance, N.S.S Units, MAMO College, organized an Anti-Tobacco Awareness Class on 31st May 2021. Mr. MI Khaleel, Clinical Psychologist, VIMUKTHI, Govt. General Hospital, Kozhikode, handled the expert session on the topic and interacted with the students. Ms. Shameera P, Programme officer, N.S.S Unit &



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					officer, N.S.S Unit & Assistant Professor, Department of History	Assistant Professor, Department of Chemistry, welcomed the participants and Mr. Muhammed Anees P. C, Programme officer, N.S.S Unit & Assistant Professor, Department of History proposed vote of thanks.
149	Looking for a Role in the IT Field?	It Club	05 June 2021	22	Ms. Bilkees K, Assistant Professor, Department of Computer Science	As part of the Seminar Series organized by the Department of Computer Science, MAMO College, organized a webinar on 5th June 2021. Mr. Sobin N, Founder & CEO, Styte, Kozhikode, engaged the expert session on the theme of the event. Ms. Beena Cherian, Head, Department of Computer Science, presided over the function. Mr. Basheer P, Assistant professor, Department of Computer Science, formally welcomed the participants and Mr. Muhammed Siyan, Final B.Sc. Computer Science, proposed vote of thanks.



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150	Planting of Saplings	National Service Scheme	05 June 2021	100	Shameera P, Programme officer, N.S.S Unit & Assistant Professor, Department of Chemistry and Muhammed Anees P. C, Programme officer, N.S.S Unit & Assistant Professor, Department of History	As part of World Environment Day Observance, the Volunteers of N.S.S Units, MAMO College, planted saplings at their respective home compounds and at Road Sides and other public spaces, on 5th June 2016.
151	International Ocean Day	National Service Scheme	08 June 2021	26	Ms. Shameera P, Programme officer, N.S.S Unit & Assistant Professor, Department of Chemistry	The NSS Units of the College observed the international Ocean Day by conducting an online Poster Making Competition, on 8th June 2021, to spread the awareness message among the students of



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					and Muhammed Anees P. C, Programme officer, N.S.S Unit & Assistant Professor, Department of History	the College. 26 Students participated in the Competition.
152	Digital Brochure Making	Mamoc Media	14 June 2021	37	Ms. Brajila M. V, Co-ordinator, MAMOC MEDIA & Assistant Professor, Department of Journalism	Department of Journalism and Mass Communication organized one day workshop on Digital Brochure making. Mr. Fsil Ali KP was the instructor. Ms. Brijila M. V, Head, Department of Journalism, presided over the session. Mr. Abdul Bais P, Assistant Professor, Department of Journalism welcomed the gathering and Mr. Akhil George, Second Year M.a Journalism & Mass Communication, proposed Vote of Thanks.



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Sl. No	Programme Title	Organizer	Date	Participants	Pgm Coordinator	Brief Report of the Programme
153	World Blood Donors Day	Pain & Palliative Club	14 June 2021	98	Dr. Mumthas P. K.	Palliative Care Unit, MAMO College, conducted a Blood Donation Camp, in association with Blood Donors, Kerala, and JCI Karassery at MVR Cancer Centre, Kozhikode. Students and teachers of the College participated in the camp and donated their blood. The doctors and staff of MVR Cancer Centre collected the blood. There were 98 donors to the programme.
154	World Blood Donors Day	Pain & Palliative Club	14 June 2021	98	Dr. Mumthas P. K.	Palliative Care Unit, MAMO College, conducted a Blood Donation Camp, in association with Blood Donors, Kerala, and JCI Karassery at MVR Cancer Centre, Kozhikode. Students and teachers of the College participated in the camp and donated their blood. The doctors and staff of MVR Cancer Centre collected the blood. There were 98 donors to the programme.



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Sl. No	Programme Title	Organizer	Date	Participants	Pgm Coordinator	Brief Report of the Programme
155	Listen to Your Body: Importance of Physical Fitness and Healthy Lifestyle	Women Development Cell	17 June 2021	55	Ms.Nicy Joseph, Co-ordinator, WDC & Assistant Professor, Department of English	Women Development Cell, MAMO College organised a webinar on Listen to Your Body: Importance of Physical Fitness and Healthy Lifestyle on 17th June 2021 via Google meet. The Resource Person Ms. Sweetey Rajeev explained the importance of fitness and how one can be fit during this pandemic period. Ms.Nicy Joseph, Coordinator, WDC & Assistant Professor, Department of English welcomed the participants, Ms. Suhaima K, Assistant Professor, Department of Economics, proposed the vote of thanks.
156	Listen to Your Body: Importance of Physical Fitness and	Women Development Cell	17 June 2021	55	Ms.Nicy Joseph	Women Development Cell, MAMO College organised a webinar on Listen to Your Body: Importance of Physical Fitness and Healthy Lifestyle on 17th June 2021 via Google meet. The Resource Person Ms. Sweetey Rajeev explained the importance of fitness and how one can be fit



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Sl. No	Programme Title	Organizer	Date	Participants	Pgm Coordinator	Brief Report of the Programme
	Healthy Lifestyle					during this pandemic period. Ms. Nicy Joseph, Coordinator, WDC & Assistant Professor, Department of English welcomed the participants, Ms. Suhaima K, Assistant Professor, Department of Economics, proposed the vote of thanks.
157	Anaemia Awareness Webinar	National Service Scheme	19 June 2021	80	Anithakumari L, CDPO, ICDS Mukkam, Mr. Muhammed Anees P C, NSS Programme officer and Assistant Professor, Department of History & Ms. Shameera P, NSS Programme officer and Assistant	As a part of "Anaemia Control Campaign" programmes of the Department of Women and Child Development, Government of Kerala, ICDS Mukkam in association with National Service Scheme, MAMO College has conducted an Anaemia Awareness webinar on 19/06/2021. Dr. Manulal N, Medical officer, Govt. Community Health Centre, Cheruvadi, has delivered the Anaemia Awareness talk. Anithakumari L, CDPO, ICDS Mukkam preside over the session. Mr. Muhammed Anees P. C, N.S.S Programme officer



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					Professor, Department of Chemistry	and Assistant Professor, Department of History, welcomed the gathering. Shameera P, N.S.S Programme officer and Assistant Professor, Department of Chemistry, proposed vote of thanks.
158	Anaemia Awareness Webinar	National Service Scheme	19 June 2021	80	Anithakumari L, CDPO, ICDS Mukkam, Mr. Muhammed Anees P C, NSS Programme officer and Assistant Professor, Department of History & Ms. Shameera P, NSS Programme officer and Assistant Professor,	As a part of "Anaemia Control Campaign" programmes of the Department of Women and Child Development, Government of Kerala, ICDS Mukkam in association with National Service Scheme, MAMO College has conducted an Anaemia Awareness webinar on 19/06/2021. Dr. Manulal N, Medical officer, Govt. Community Health Centre, Cheruvadi, has delivered the Anaemia Awareness talk. Anithakumari L, CDPO, ICDS Mukkam preside over the session. Mr. Muhammed Anees P. C, N.S.S Programme officer and Assistant Professor,



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					Department of Chemistry	Department of History, welcomed the gathering. Shameera P, N.S.S Programme officer and Assistant Professor, Department of Chemistry, proposed vote of thanks.
159	Reading Day	National Service Scheme	19 June 2021	64	Ms. Shameera P, Programme officer, N.S.S Unit & Assistant Professor, Department of Chemistry and Muhammed Anees P. C, Programme officer, N.S.S Unit & Assistant Professor, Department of History	The NSS Units of the College organized an online Quiz Competition for students, on 19th June 2021. 56 Students participated in the Competition.



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160	Awareness Posters on Gender Issues	Women Development Cell	20 June 2021	30	Ms. Saranya E. P, Joint Coordinator WDC & Faculty, Department of Chemistry	Women Development Cell, MAMO College, released two posters on gender equality.
161	Awareness Posters on Gender Issues	Women Development Cell	20 June 2021	30	Ms. Saranya E. P	Women Development Cell, MAMO College, released two posters on gender equality.
162	International Yoga Day	National Service Scheme	21 June 2021	32	Ms. Shameera P, Programme officer, N.S.S Unit & Assistant Professor, Department of Chemistry and Muhammed Anees P. C, Programme officer, N.S.S	The NSS Units of the College has observed the international Yoga day by conducting an online Yoga Training Session, led by yoga trainer and resource person Ms. Sreeja C. P (Director, online Yoga Padana Kendram). Mr. Thrivikraman, Assistant Professor, Department of Polymer Chemistry, felicitated the function.



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					Unit & Assistant Professor, Department of History	
163	Introduction to Yoga: Be At Home, Be with Yoga	Women Development Cell	21 June 2021	40	Ms.Shareena P P, Joint Co-ordinator WDC & Faculty Department of Management Studies	Women Development Cell, MAMO College organised an online yoga session for the girl students on 21st June 2021, as part of the observance of international Yoga Day. The session titled introduction to Yoga: Be at Home Be with Yoga provided great inspiration and basics of Yoga and the students practised some basic Asanas. The session was handled by Ms. Athira Menon, Founder Vibhooti Yoga Studio. Ms. Shareena P. P, Assistant Professor, Department of Management & Member WDC, welcomed the gathering and Ms. Sajisha, Assistant Professor, Department of Commerce, proposed vote of thanks.



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164	Introduction to Yoga: Be At Home, Be with Yoga	Women Development Cell	21 June 2021	40	Ms.Shareena P P	Women Development Cell, MAMO College organised an online yoga session for the girl students on 21st June 2021, as part of the observance of international Yoga Day. The session titled introduction to Yoga: Be at Home Be with Yoga provided great inspiration and basics of Yoga and the students practised some basic Asanas. The session was handled by Ms. Athira Menon, Founder Vibhooti Yoga Studio. Ms. Shareena P. P, Assistant Professor, Department of Management & Member WDC, welcomed the gathering and Ms. Sajisha, Assistant Professor, Department of Commerce, proposed vote of thanks.
165	Kadhayiloode	Literary Club	22 June 2021	8	Ms. Nicy Joseph, Assistant Professor,	As part of Reading Day celebrations, Literary Club, MAMO College, has organised a Story Reviewing Contest, 'Kadhayiloode', for students of



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					Department of English	class IV, V & VI on 19th June 2021. Kum. Afiya Anas, Class V, MGHSS Erattupetta, won the first prize. Kum. Aysha Fasmi T, Class VI, Madavoor AUPS and Ms. Devika Babeesh, Class VI, Hira Public School, won second and third prizes respectively.
166	Quiz and Video Release	National Service Scheme	23 June 2021	76	Ms. Shameera P, Programme officer, N.S.S Unit & Assistant Professor, Department of Chemistry and Muhammed Anees P. C, Programme officer, N.S.S Unit & Assistant Professor, Department of History	As part of spreading the message of the forthcoming Olympics, the NSS Units of the College has conducted online Quiz on Olympics and has also released an Olympics Awareness Video on the occasion.



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167	Dead: Drug Ends All Dreams - Release of Awareness Video	Department of English	26 June 2021	65	Mr. Jasir K	Department of English prepared and released an awareness video on June 26, as part of the observance of international Day Against Drug Abuse and Illicit Trafficking which really helped the students to understand the after effects of drug uses.
168	Dead: Drug Ends All Dreams - Release of Awareness Video	Department of English	26 June 2021	65	Mr. Jasir K	Department of English prepared and released an awareness video on June 26, as part of the observance of international Day Against Drug Abuse and Illicit Trafficking which really helped the students to understand the after effects of drug uses.
169	Women and Law	Women Development Cell	28 June 2021	68	Ms. Hanna Thasneem S. K. Joint Co-ordinator WDC & Assistant Professor,	Women Development Cell, MAMO College organised a webinar on Women and Law on 28th June 2021. The Resource Person Adv. Dhanya, District Court, Kozhikode, explained various laws existing for women equality. The session gave an



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Sl. No	Programme Title	Organizer	Date	Participants	Pgm Coordinator	Brief Report of the Programme
					Department of English	insight to the students and made them aware of the present gender issues. Ms. Hanna Thasneem, Head, Department of English, welcomed the participants and Ms. Varsha S, Assistant Professor, Department of Physics, proposed vote of thanks.
170	Women and Law	Women Development Cell	28 June 2021	68	Ms. Hanna Thasneem S. K.	Women Development Cell, MAMO College organised a webinar on Women and Law on 28th June 2021. The Resource Person Adv. Dhanya, District Court, Kozhikode, explained various laws existing for women equality. The session gave an insight to the students and made them aware of the present gender issues. Ms. Hanna Thasneem, Head, Department of English, welcomed the participants and Ms. Varsha S, Assistant Professor, Department of Physics, proposed vote of thanks.



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171	Cultural Event Aarppu	Music Club	29 June 2021	105	Dr. Ambili M. K, Music Club co Coordinator & Assistant Professor, Department of Hindi, MAMO College.	The Music Club, MAMO College, organized an online Light Music Completion, on 29th June 2021. Ms. Lulu Hashmina, Department of English, Ms. Avani, Department of Chemistry and Ms. Abhina, Department of Physics, secured first, second and third prizes, respectively.
172	Posteril e Dialogue	Literary Club	10 July 2021	8	Ms. Nicy Joseph, Assistant Professor, Department of English	To commemorate the legendary writer Vaikom Muhammaed Basheer, the Literary Club, MAMO College, has organised a poster making competition on the favourite dialogues of Vaikom Muhammed Basheer's Characters
173	India: Unplugging Everyday injustice - Webinar	Nation Service Scheme	17 July 2021	95	Shameera P, Programme officer, N.S.S Unit & Assistant Professor, Department of Chemistry and	As a part of the observance of World Day for international Justice, N.S.S Units of MAMO College organized a National Webinar on the topic 'india: Unplugging Everyday injustice', on 17th July 2020. Dr. Suhail K. K, Director, Quill Foundation Delhi, was the Chief Guest of the



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					Muhammed Anees P. C, Programme officer, N.S.S Unit & Assistant Professor, Department of History	programme. Dr. Abbas T P, Principal, MAMO College, presided over the function. Dr. Ajmal Mueen M. A, Coordinator, College IQAC, moderated the discussions. Ms. Shameera, Programme officer, N.S.S Unit & Assistant Professor, Department of Chemistry, formally welcomed the gathering and Mr. Muhammed Anees P. C, Programme officer, N.S.S Unit & Assistant Professor, Department of History, proposed Vote of Thanks.
174	Design a Logo for WDC	Women Development Cell	31 July 2021	20	Ms. Nicy Joseph Co-ordinator, WDC & Assistant Professor Department of English	The Women Development Cell (Athma) of the College has organised a Logo Designing Contest for all the students. Twelve students from various departments participated and Ms. Anshida Saleem, Dept. Of Economics won the contest.
175	My Photo Stories	Mamoc Media	19 August 2021	6	Mr. Abdul Bais P, Assistant	As part of the observance of World Photography Day, Department of Journalism,



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					Professor, Department of Journalism	MAMO College, organized an invited Talk, on 19th August 2021. Mr. Madhuraj, Senior Chief Photographer, Mathrubhumi Periodicals, handled the session and he explained the job nature and career opportunities in Media. Mr. Abdul Bais, Head, Department of Journalism, presided over the session. Ms. Brajila M. V, Assistant Professor, Department of Journalism welcomed the gathering and Mr. Nizar a, Assistant Professor, Department of Journalism, proposed Vote of Thanks.
176	Valiya Chirakulla Pakshikal'	Mamoc Media	19 August 2021	8	Ms. Brijila M. V, Coordinator, MAMOC MEDIA & Assistant Professor,	As part of the observance of World Photography Day, Department of Journalism, MAMO College, screened a film named 'Valiya Chirakulla Pakshikal' by Dr.Biju on 19th August 2021. Ms. Brajila M. V, Co-ordinator, MAMOC Media &



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					Department of Journalism	Assistant Professor, Department of Journalism presided over the session.
177	Media and Gender	Media Club	25 August 2021	90	Ms. Nirmalya T. Sunder, Faculty Department of English	Media Club has organised a webinar on Media and Gender on 25th August 2021. The Resource Person Mr. Arun Ezhuthachan, explained the concept of Gender Mainstreaming. Ms. Hiba Habeeb, Second Year B.a English, welcomed the gathering and Mr. Muhammad Shaad, First Year English, proposed vote of thanks.
178	Intelligent Lifestyle Modification	WDC	01 September 2021	65	Ms. Hanna Thasneem S. K, Assistant Coordinator, WDC & Assistant Professor, Department of English	As part of National Nutrition Week observance, the College Women Development Cell has organised a webinar on intellectual Lifestyle Modifications, on 1st September 2021. Ms. Sweety Rajeev, Co-Founder, Hale n Heary, gave the keynote address



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179	Yoga Meditation	National Service Scheme	26 December 2021	88	Ms. Shameera P, Programme officer, N.S.S Unit & Assistant Professor, Department of Chemistry and Muhammed Anees P. C, Programme officer, N.S.S Unit & Assistant Professor, Department of History	As part of the 7-Day online NSS Camp, the NSS Units of the College organized an online Yoga Meditation Programme for NSS Volunteers, on 22nd December 2020. Mr. Muhammed Sadique K, Research Scholar, Department of Physical Education, Pondicherry University, handled the Training Session.
180	International Music Day	National Service Scheme	21 June 2022	120	Ms. Shameera P, Programme officer, N.S.S Unit & Assistant Professor, Department of Chemistry	As part of the observance of Observance of international Music Day, the NSS Units of the College has observed a Music Fest, on 21st June 2021.



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					and Muhammed Anees P. C, Programme officer, N.S.S Unit & Assistant Professor, Department of History	
181	Screening of the Film “Bandit Queen” and Discussion on Gender Sensitization.	Journalism	4 March 2021	42	Dr. Smitha P, Assistant Professor, Department of Journalism.	Department of Journalism, MAMO College, Screened the Film “Bandit Queen” on 12th March 2021. Ms. Brijila M. V, Head, Department of Journalism, Chaired the function. Dr. Smitha P, Assistant Professor, Department of Journalism led the discussion on how the film handled gender issue. Ms. Apsara N, First Year M.a Journalism & Mass Communication, Mr. Arun Nath R, First Year M.a Journalism & Mass Communication, Mr. Tom Augustine, Second Year M.a



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						Journalism & Mass Communication, and Ms. Abida C. V, Second Year M.a Journalism & Mass Communication, presented their view on the issue. Ms. Aishwarya S Babu, Second Year M.a Journalism & Mass Communication, Welcomed the gathering and Ms. Anjali Raj N. T, Second Year M.a Journalism & Mass Communication, proposed Vote of Thanks.
182	Inauguration of Aptitude and Soft Skill Development	SQC/IQAC	02 June 2021	650	Ms. Hanna Thasneem, SQC/ IQAC Asst. Coordinator	As part of soft skill development initiative, the IQAC of the College organised a massive campaign among students to make use of online facilities. Inauguration of one month soft skill training programme offered by Anand Kulkarni was held in Unacademy platform. 650 students participated in the programme. Students from various colleges across Kerala



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						also participated in the programme.
183	One Tree for the Earth	Management	05 Junuary 2021	50	Ms. Shareena P. P, Head & Assistant Professor, Department of Management Studies.	Department of Management Studies, MAMO College, conducted an Environment Awareness campaign in connection with the observance of World Environment Day, on 05 Jun 2021. Ms. Shareena P. P, Head & Assistant Professor, Department of Management Studies coordinated the programme
184	Cultural Event - Aarppu	Music Club	1 July, 2021	90	Dr. Ambili M. K, Music Club co Coordinator & Assistant Professor, Department of Hindi, MAMO College.	The Music Club, MAMO College, organized an online Musical and Cultural Event – AARPPU, on 1st July 2021. Ms. Lulu Hashmina, Department of English, secured the First Prize. Mr. Anurag, Department of Economics and Ms. Nuba Thasni, Department of Chemistry shared the Second Prize. Mr. Nandu, Department of History, bagged the third prize.



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185	World Radio Day	Journalism	13 February 2021	45	Mr. Abdul Bais P, Assistant Professor, Department of Journalism	As part of the observance of World Radio Day, Department of Journalism, MAMO College, organized an invited Talk, on 13th February 2021. Mr. Hakkim Kuttayi, News Reader, All india Radio, Kozhikode, handled the session and he explained the job nature and career opportunities in Broadcast Media. Ms. Brijila M. V, Head, Department of Journalism, presided over the session. Mr. Abdul Bais P, Assistant Professor, Department of Journalism welcomed the gathering and Mr. Muhammed Miraz, Second Year M.a Journalism & Mass Communication, proposed Vote of Thanks.
186	How to Make Brochures	Journalism	14 June, 2021	37	Ms. Brijila M. V, Head, Department of Journalism.	Department of Journalism and Mass Communication organized one day workshop on Digital Brochure making. Mr. Fasil Ali K. P was the instructor. Ms.



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						Brijila M. V, Head, Department of Journalism, presided over the session. Mr. Abdul Bais P, Assistant Professor, Department of Journalism welcomed the gathering and Mr. Akhil George, Second Year M.a Journalism & Mass Communication, proposed Vote of Thanks.
187	Mamoc Writes	Literary Club	19 - 25 June 2021	8	Ms. Hanna Thasneem S. K. Assistant Professor, Department of English	The Literary Club, MAMO College, has conducted 'Vaayanavaaracharanam' (Reading Week) 'MAMOC Writes' for identifying the Writing Talents of the College. The selected writings were published in college official youtube Channel.
188	Cinema Kottaka in Mukkam Literature Festival	Journalism	23-26 January 2020	36	Mr. Abdul Bais P, Assistant Professor, Department of Journalism	As part of the Mukkam Literature Festival, Department of Journalism and Mass Communication organized a film screening session, Cinema Kottaka. Movies from different genres were exhibited. Ms. Brijila M. V, Head, Department



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						of Journalism, presided over the session. Mr. Abdul Bais P, Assistant Professor, Department of Journalism welcomed the gathering and Mr. Fasil, Second Year M.a Journalism & Mass Communication, proposed Vote of Thanks.
189	IPR and the Knowledge Economy	Economics	27 February 2021	45	Mr. Shukoor K. H, Head, Department of Economics.	As part of the invited Talk Series conducted by the Department of Economics, MAMO College, the Department organized an invited talk on intellectual Property Rights and Knowledge Economy', on 27th February 2021. Dr. Sunil Kumar, Department of Economics, NIT Goa, engaged the expert session on the topic. Dr. Abbas T. P, Principal, MAMO College, inaugurated the event and Mr. Shukoor K. H, Head, Department of Economics, Chaired the Session. Ms. Suhaima K, Assistant Professor, Department of Economics,



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						felicitated the function. Mr. Muhammed Jaffer V, Assistant Professor, Department of Economics, Welcomed the gathering and Mr. Fuad Saneen, Final B.a Economics, proposed Vote of Thanks.
190	National Webinar on Gender inclusivity - the Socio Linguistic Dimension	Women Development Cell (WDC)	30-31 December 2020	200	Ms. Suhaima K, Co-ordinator, WDC & Assistant Professor, Department of Economics and Ms. Shareena P. P, Joint Co-ordinator, WDC & Assistant Professor, Department of Management Studies.	The Women Development Cell, MAMO College, in collaboration with National Commission for Women (NCW), India, organized a Two Day National Webinar on inclusivity on 30th and 31st December 2020. Dr. Abdullakkutty a. P, Faculty, Minority Welfare board and Wakaf Board, inaugurated the event. Dr. Abbas T. P, Principal, MAMO College, presided over the function. Ms. Suhaima K, Co-ordinator, WDC & Assistant Professor, Department of Economics, welcomed the participants and Ms. Sajisha S, Joint Co-ordinator & Assistant Professor, Department of



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						Commerce, proposed Vote of Thanks. Various experts like Dr. Abdullakkutty a. P, Faculty, Minority Welfare board and Wakaf Board, Dr. Priyadarshini. P, Assistant Professor, Providence Women's College, Calicut, Professor Shamshad Hussain Proffessor, Sree Sankaracharya University of Sanskrit, and Adv. Sheela V. T, Advocate & Social Work Counsellor, handled expert sessions and interacted with the students.



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