

ANNUAL REPORT

2021-22



INTERNAL QUALITY ASSURANCE CELL

Ansar Arabic College Valavannur

Affiliated to University of Calicut

2021-22

The Internal Quality Assurance Cell (IQAC) of Ansar Arabic College Valavannur has been functioning successfully for the last 7 years. With a focus on academic excellence to ensure quality in all operations, the core team of the IQAC include Prof. C Ashraf., Principal of the College as the IQAC Chairman, Mr. Abdurabb M, as the Coordinator and Ms. Shibila Nargees, as the Assistant Coordinator.

This report details the activities/events carried out by the IQAC in accordance with the Plan of Action that had been outlined in the previous year.

The IQAC strove to institutionalize quality assurance strategies and processes through its interventions and suggestions in the following areas:

Submission of the Self-Study Report for NAAC First Cycle

Principal Prof. C Ashraf as the Chairman of the IQAC and Mr. Abdurabb M, IQAC Coordinator and Ms. Shibila Nargees K, Assistant Coordinator, took the lead roles in spearheading the formation of a plan of action for the preparation of the Self Study Report for the accreditation period of 5 years – 2015 to 2020. Dr. Abdul Majeed AI, the NAAC Coordinator, assisted by Mr. Abdurabb M, the IQAC Coordinator and Ms. Shibila Nargees, the Assitant Coordinator, took up the task of preparing the Self Study Report. Various committees were formed with senior teachers and members of the IQAC in charge of the seven criteria to work on the collection and compilation of data for the SSR.

An IQAC organizing committee was constituted to coordinate the preparations for the criteria wise NAAC Work. Criteria wise team leaders were constituted to coordinate the criteria documentation. An orientation class was given for the preparation of documentation and filing process.

The IQAC worked closely with the Departments and appointed NAAC Criteria teams to successfully submit the Institutional Information for Quality Assessment (IIQA) on 19 April 2021, and received the approval on 29th May 2021. The Self-Study Report was submitted on 26th July 2021. The Data Validation and Verification (DVV) process began on 7th February 2021 and the College successfully provided proofs for the queries and clarification on 22 February 2019 and received the approval on 22nd June 2022. The academic year 2021-22 is a milestone year, as the NAAC Accreditation Process under the revised frame work is going on.

The first meeting of the IQAC for the year 2021-22 held at IQAC room decided to schedule the quality assurance programs. It was also decided to distribute the teacher's diary, department diary and students tutorial register to both department heads. To ensure the quality of education, IAQC planned to prepare the academic calendar of the college and requested the faculty members to submit the necessary suggestions to the staff council. The IQAC decided to pursue SCHOLA, an office automation system, which is an IQAC initiative to record the students' information. Student's attendance should also be recorded by using the App.

Activities and Contributions of IQAC

- IQAC conducted SAPT for the beginners and identified the slow learners and advanced learners.
- IQAC Collected feedback from students, teachers, Alumnae and employers and the data collected analysed and took necessary steps for actions to be taken.
- IQAC monitored Mentor- Mentee system.
- IQAC monitored Class Wise NADWA (an initiative to promote literary and cultural aptitude among the students)
- IQAC conducted academic audit.
- IQAC creatively interfered to enhance the quality of teaching-learning process by ensuring that the planned activities are carried out in a time bound manner.

Departmental Seminars/ Invited Talk

- On 22nd October 2021 an Invited Talk on **Education, Profession and Life Goals**.
- One day International Seminar on **The Importance of Arabic Language and Its Anytime Validity** on 16th December 2021.
- Webinar on **N-List and Open Educational Resources for Teaching Learning and Research** organized by Ansar Library in association with IQAC.
- An Invited Talk on **Environmental Protection** on 6th June 2021.

Skill Development Initiatives

- **NADWA-** Class wise cultural and literary activities conducted in all Wednesdays.
- PSC Orientation Programme by Mr. Abdurahman Karuthedath on 13th December 2021.
- Arabic Letter Writing Skill- Mr. Aboobacker P
- Arabic for Media Literacy- Dr. Abdul Majeed A.I.
- Practice in English Grammar- Ms. Fathimath Suhara.V
- MS Word and Excel training for final year students- Ms. Shibila Nargees on 2.01.2021.
- SIP awareness program on 20/2/2021 by Ms. Suhrabi. P.
- Certificate Course on Sales and Marketing by Afsal Abdul Khader. M.

Extension and Outreach Program

- Pre-Marital Counselling.
Counselling for the married and those who will get married soon- The students are given proper education and guidance to be happy and make happy bonds.
- Self Defence Training Program in association with Women Development Cell.
- A visit to Santhi Bhavanam to develop the skill of integrity, compassion and focus.
- Organized a Tobacco Control Awareness Class on 11 March 2021.
- Santhwanam
(Hold the hands to rehabilitate and recover the person after a loss or disappointment. A rehabilitation centre is functioning for the palliative and traumatic care under the college.)

IQAC Initiative for Teaching-Learning Process

- IQAC has actively involved in the progress of Teaching-Learning Process. SAPT (Students Aptitude and Performance Test) is an IQAC initiative to identify the slow learners and advanced learners. Total Learning Solutions (TLS) for the improvement of slow learners.

- Financial support for the seminar/workshop presentation and participation of faculty members.
- Ensure the selection of students who deserve scholarships and financial support from govt/organizations.
- Conducted Achievers Day to congratulate both students and teachers in their achievements and recognition.

Details of Faculty Members Attending Faculty Development Programme

- Mr. Raseem Abdul Khader. P, Assistant Professor, Department of Commerce attended a “Five Day National Level Faculty Development Program on Nuance of Research techniques”, Department of Commerce, Sree Krishna Adithya College of Arts and Science.
- Ms. Shibila Nargees, Assistant Professor, Department of Commerce attended a One Day National Level Faculty Induction Program organized by IQAC, K.A.H.M. Unity Women’s College, Manjery in association with Kerala State Higher Education Council on 09.03.2022.
- Mr. Raseem Abdul Khader, Assistant Professor, Department of Commerce attended a One Day National Level Faculty Induction Program organized by IQAC, K.A.H.M. Unity Women’s College, Manjery in association with Kerala State Higher Education Council on 09.03.2022.
- Mr. Afsal Abdul Khader, Assistant Professor, Department of Commerce attended a One Day National Level Faculty Induction Program organized by IQAC, K.A.H.M. Unity Women’s College, Manjery in association with Kerala State Higher Education Council on 09.03.2022.
- FDP on Management of Crowd at Large Congregation: The Department of Arabic faculty Dr. Mohammed Rafi. C participated in a training program on 3/03/ 2021 to 05/03/2021 organized by the National Institute of Disaster Management, Ministry of Home Affairs, Govt. of India in collaboration with Institute of Land and Disaster Management, Kerala.
- Ms. Shibila Nargees, Assistant Professor, Department of Commerce attended One Week National Faculty Development Program organized by Guru Angad Dev Teaching Learning Centre by the Ministry of Education, Govt. of India.

- Ms. Fathimath Suhara.V, Assistant Professor, Department of English, attended the Faculty Development Program on Investor Awareness hosted by Sraddha Academy for Financial Education in partnership with MES Ponnani College.
- Ms. Fathimath Suhara.V, Assistant Professor, Department of English, attended the Faculty Development Program on How to Publish High Impact Research Articles by RCEC and Sullamussalam Science College, Areacode.

Faculty Improvement Program

IQAC has given timely interference and guidance for the teaching faculty members for book publishing and seminar presentation/participation. Dr. Shanavas C.M, Department of Arabic, has published one book and attended two refresher courses organized by UGC Human Resource Development Centre. Dr. Mohammed Rafi C, Department of Arabic, has published one book and completed a Diploma Course and presented four national and international seminars. Mr. Abdurabb M, Department of Arabic, has presented two National Seminars conducted by TMG College, Tirur and Dr. Abdul Majeed published one book and presented and published different workshops, webinars and seminars during this academic year. Mr. Raseem Abdul Khader, Department of Commerce, presented and participated in 10 National and International Seminars and Workshops and published two books and one edited chapter in a book. During the year Mr. Afsal Abdul Khader has published one book and presented and participated in two National Seminars. Ms. Fathimath Suhara.V, Assistant Professor, Department of English, published one book and presented and participated in workshops, webinars and seminars.

Faculty Achievements:

- Dr. Mohammed Rafi. C, Assistant Professor, Department of Arabic, bagged the Best NSS Programme Officer from State Government of Kerala.
- Dr. Mohammed Rafi. C, Assistant Professor, Department of Arabic, bagged the Best NSS Programme Officer from the University of Calicut.

- Mr. Raseem Abdul Khader, Assistant Professor, Department of Commerce achieved the Best Research Paper Award, Marise, International Conference. School of Management Studies, Dr. John Matthai Centre, University of Calicut, Thrissur.
- Mr. Raseem Abdul Khader, Assistant Professor, Department of Commerce, granted **Innovation Patent** from the **Government of Australia** for “**Value Enhancement of Environmental Friendly Products**”.
- Ms. Shibla Nargees, Assistant Professor, Department of Commerce, received the Certificate of Appreciation for having shared her valuable time and expertise as an evaluator as part of the preliminary level evaluation of YIP 2021 conducted under the theme **Problem of the Children** from 2022 April 08 to 2022 May 30.