



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution

LEAD COLLEGE OF MANAGEMENT

- Name of the Head of the institution **DR.Thomas George.K**
- Designation **Director**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **094436533287**
- Mobile no **9447146479**
- Registered e-mail **info@lead.ac.in**
- Alternate e-mail **yasmin@lead.ac.in**
- Address **Lead College of Management
Dhoni, Palakkad-678009**
- City/Town **Palakkad**
- State/UT **Kerala**
- Pin Code **678009**

2.Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Co-education**
- Location **Rural**

- Financial Status **Self-financing**
- Name of the Affiliating University **Dr. Thomas George K**
- Name of the IQAC Coordinator **04912553693**
- Phone No. **9447146479**
- Alternate phone No. **9447146479**
- Mobile **9447146479**
- IQAC e-mail address **thomas@leadf.ac.in**
- Alternate Email address **yasmin@lead.ac.in**

3. Website address (Web link of the AQAR (Previous Academic Year))

<https://lead.ac.in/aqar/>

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://lead.ac.in/academic-calendar/>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.35	2016	10/07/2016	11/07/2021

6. Date of Establishment of IQAC

01/03/2016

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Mr. Arjun Govind & r Sijin	Training	Southern Railway PGT	2020-21, 1Days	91000

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

[View File](#)

9.No. of IQAC meetings held during the year **1**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount **bb**

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

The documentation work for NBA and its relevant criteria under progress. Preparation of AQAR documentation work. To encourage research FDPs related to Management research was conducted and Faculty members were sent for the workshops in SPSS IQAC screens all the internal assessment test question papers & recommends suitable ones meeting quality standards. Developed rubrics for case studies, assignments and other teaching materials.

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

Plan of Action	Achievements/Outcomes
Create an entrepreneur cell - Incubation cell - Seed fund - Startups for the promotion of outgoing students and the local community to use the resources to start any industry	Business Plans are under process - 2020 Grant received from Kerala State Start-up Mission.
Establishment of Lead Research Centre	Under progress
Maintain excellent teaching, learning environment to achieve International students and faculty members	2020-2021 -1540 applications received from international students
100% Faculty should be PhD holders	Achieved 60% of the target.

13. Whether the AQAR was placed before statutory body? **No**

- Name of the statutory body

Name	Date of meeting(s)
bbbbbbb	Nil

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

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• Upload latest notification of formation of IQAC			View File		
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been uploaded on the institutional website?	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded
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<table border="1"> <thead> <tr> <th>Name</th> <th>Date of meeting(s)</th> </tr> </thead> <tbody> <tr> <td>bbbbbbb</td> <td>Nil</td> </tr> </tbody> </table>		Name	Date of meeting(s)	bbbbbbb	Nil
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14. Whether institutional data submitted to AISHE					
<table border="1"> <thead> <tr> <th>Year</th> <th>Date of Submission</th> </tr> </thead> <tbody> <tr> <td>2020</td> <td>31/01/2020</td> </tr> </tbody> </table>		Year	Date of Submission	2020	31/01/2020
Year	Date of Submission				
2020	31/01/2020				
15. Multidisciplinary / interdisciplinary					
16. Academic bank of credits (ABC):					
17. Skill development:					
18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)					
19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):					
20. Distance education/online education:					

Extended Profile

1. Programme

1.1

01

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1 **186**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 **30**

Number of seats earmarked for reserved category as per GOI/
State Govt. rule during the year

File Description	Documents
Data Template	No File Uploaded

2.3 **162**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 **24**

Number of full time teachers during the year

File Description	Documents
Data Template	No File Uploaded

3.2 **NA**

Number of sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	01
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	186
File Description	Documents
Institutional Data in Prescribed Format	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	30
File Description	Documents
Data Template	No File Uploaded
2.3 Number of outgoing/ final year students during the year	162
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	24
File Description	Documents
Data Template	No File Uploaded

3.2	NA
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	11
Total number of Classrooms and Seminar halls	
4.2	35,998,424
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	60
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The college follows a curriculum prepared by the University of Calicut to which the college is affiliated. The faculty members in the institution is encouraged to identify the gaps in the syllabi and these additional components offered in the course beyond what is prescribed in the curriculum go a long way in enhancing the employability of the graduates. The faculty coordinating the course is responsible for the preparation of the Curriculum and course gaps, in consultation with the experts from the industry and the subject matter experts. He also prepared the action plan for bridging the identified gaps in his Course plan. These gaps and the action plans are presented in the curriculum workshop and once approved by the Program advisory committee; the faculty implements them in his course for the semester. The teaching and learning process has been enhanced by various Faculty Development Programs on recent updates in technology conducted by eminent experts from academia and industry. Add-on courses and invited talks help the students

to meet experts in a specific area.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Internal evaluation for the core delivery at Lead is designed in such a way that students learn management by doing various activities in the first appendix process is gap analysis reform to identify the gap curriculum governed by the university and the outcomes envied by Lead. The various components of internal evaluation are Internal test (50), written submission, presentations, and class participation. A lot of a host of pedagogical tools such as case studies, simulation, aptitude, and logical reasoning is been categorized to ensure the participants to ensure a higher level of bloom's taxonomy

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

D. Any 1 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

01

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

4

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

186

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The College is affiliated to the University of Calicut and follows the syllabus designed by the university. LEAD College of Management binds it to constantly pursue excellence while meeting and exceeding the expectations of all its Stakeholders. Being an affiliated institution, LEAD College of Management is required to strictly adhere to and comply with the MBA regulations scheme and syllabi approved by the Board of Studies in Management (PG) of the University of Calicut. In order to satisfactorily meet the twin objectives of meeting/exceeding all the Stakeholder's expectations and compliance with the University regulations, LEAD has established and implemented a Curriculum Alignment Review and Enhancement process (C.A.R.E). The CARE process is used to review the stakeholder requirements, University Curriculum, and the events happening in the external environment that could have an impact on the teaching-learning process and align, revise and enhance the Curriculum in order to ensure that the University curriculum, Value added courses, Bridge courses contribute to the attainment of the Program outcomes. The process flow chart of C.A.R.E

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	No File Uploaded

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

2

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	No File Uploaded

1.3.3 - Number of students undertaking project work/field work/ internships

2

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students Teachers Employers Alumni**

D. Any 1 of the above

File Description	Documents
URL for stakeholder feedback report	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows **D. Feedback collected**

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

186

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

109

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institute organizes special programs for the students both for advance learner & slow learners. For the slow learners the college conducts remedial classes and additional tutorial classes for analytical papers. The concern course faculty and faculty mentor monitor their performance in these classes. Special soft skill sessions are organized for slow learners to make them industry ready. Regarding non-academic activities like placements, training and development is provided with individual attention to ensure the placements. Regular review of their performance is conducted by the concerned faculty members and feedback is provided to them. If required additional exercises are given.

The fast learners are given challenging exercises and additional learning materials. They are involved in peer learning with slow learners so that these slow learners also improve their performance. Additionally, these students are encouraged to take up lessons from Harvard case study, and MIT open ware. The faculty members involve them in consultancy assignments and provide industry projects to them. The students interact with alumni/ alumnae for getting industry reports.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
186	24

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

1. **Turning Point** -The duration of the course divided into 4 sessions of 7 days duration each. It is conducted once at the beginning of each semester with a total duration of 140 Hours. It is an activity cum training session and the modules of the course are specifically aligned to the attainment of PO3 - Value based Leadership, Ability to be Self-Initiated and Resourceful, Develop Transferable skills

2. **Kinaesthetic - Learning by Doing** - This course is entirely an Activity based course. Students' groups are required to conceive an idea, convert the idea into a product, prepare a business plan, and source the raw material, funds, the run a successful business. The groups have to compete with other groups and win. The entire activity is grouped into four major functional areas

1. **MacWar - Marketing**

2. **FEDCL - Financial Enlightenment Dissemination Club of LEAD-Finance Management**

3. **L-HAC - LEAD Human Asset Club.- Human Resource Management**

This event is conducted once in an year and the duration of the course is 140 Hours.

The focus of the course would be on developing Value based leadership, Self-Initiation and Transferable skills.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	https://lead.ac.in/learning-by-doing/

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Use of ICT By Faculty members at LEAD

All Classrooms are equipped with computer and LCD to aid teaching process. Other academic rooms like board room, seminar hall and tutorial room are all having computer, LCD -wall mounted and Wi-Fi connectivity to aid presentation made

PowerPoint presentations- Faculty use power-point presentations in their teaching by using LCD's and projectors. All resources like Harvard case study and MIT Open ware are used by faculties.

Online quiz- Faculties prepare online quiz for students after the completion of each unit with the help of GOOGLE FORMS.

Video Conferencing- Classes and meeting are conducted through Zoom / Google meet applications.

Video lecture- Recording of video lectures is made available to students for long term learning and future referencing.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

20

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

24

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

08

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers**

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

In a semester 5 tests are conducted after every module and after completing all the portions. The tests are conducted generally at the end of each slot of working days- All the tests are of 1 and half hour duration and of 18 weightages. The question paper is set in similar to the university exam question paper. In a day two or three tests are conducted with sufficient gap in between. The internal assessment will be based on the following components. Calicut university suggest that the following components may be followed: Periodic tests (Marks of best 2 out of a minimum of 3 tests) 50% Seminar paper and presentation 20% Classroom participation and attendance 10% Case analysis/ other assignment 20% A student should have obtained a minimum of D grade(50 % of the maximum marks) in internal assessment in each course to be passed successfully in that course. In case a student fails to get D grade in any course, he or she shall take retest(s)/ submit assignments to the concerned faculty to get the required minimum in that course. Internal assessment has to be completed before the university examination for each semester.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

As an affiliated College, the grievance handling procedure follows the guide lines set by University of Calicut and is as follows.

If the students have any grievance against any member of faculty, such grievance shall be dealt with at three levels for a solution.

First the concerned student may present the grievance and discuss it with the concerned faculty.

If the grievance is not solved at the faculty level, the student shall submit a written complaint with all the relevant details to the Dean- Academics.

The complaint shall be dealt with by a Committee of Teachers with the Director, Dean- Academics and the teacher whose assessment is a matter of dissatisfaction for the student or students.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The Programme outcomes as well as the Course outcomes are displayed in the website and the course plan with COs are displayed in the students' log in. The College website and Campus management software Linways displays the same for reference to the students. LEAD College of Management is required to strictly adhere to and comply with the MBA regulations scheme and syllabi approved by the Board of Studies in Management (PG) of the University of Calicut. In order to satisfactorily meet the twin objectives of meeting/exceeding all the Stakeholders expectations and compliance to the University regulations, LEAD has established and implemented a Curriculum Alignment Review and Enhancement process (C.A.R.E). The CARE process is used to review the stakeholder requirements, University Curriculum and the events happening in the external environment that could have an impact on the teaching learning process and align, revise and enhance the Curriculum in order to ensure that the University curriculum, Value added courses, courses contribute to the attainment of the Program outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Nil

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	No File Uploaded
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

[Nil](#)

RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**3.1.2.1 - Number of teachers recognized as research guides**

03

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge The College is known for its innovative approach to management education by developing innovative approach to teaching learning process and developing aright ecosystem for students to think differently. Learning by doing, community service, experiential learning, collaborative learning are innovative approaches in modern management education where management institution provides a simulated environment that facilitate such learning. The initiatives taken are as follows There is an MOU signed with various institutions and industry to foster research and consultancy. The library which is opened for 21/7 provides facilities for research support through reference books, research journals, reading room, DELNET, digital library The consultancy assignment done by faculty provides a lot of insights into business situations and problems which helps to expand business knowledge. The college conducts regularly workshops, FDPs, seminars & conferences which not only provides knowledge enrichment to faculty members and networking helps in collaborative research. There is well developed policy towards faculty development which paves way for research output. The college is known for innovative approach in teaching learning process which is unique like learning by doing for instance students run most of the operations of the college.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

10

File Description	Documents
Report of the event	No File Uploaded
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

1

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	No File Uploaded

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

904

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Nil

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	No File Uploaded

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://lead.ac.in/top-mba-campus-kerala/

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Room number or Name of classrooms/Seminar Hall with LCD / wifi/LAN facilities with room numbers Type of ICT facility All class room & Seminar hall Internet, Computer, LED Projector, Wi-Fi Amartyasen classrooms 100 mbps internet 01 computer,01 Projector ,01 Wi-Fi Buffet classrooms 100 mbps internet 01 computer,01 Projector ,01 Wi-Fi Collins classrooms 100 mbps internet 01 computer,01 Projector ,01 Wi-Fi Drucker classrooms 100 mbps internet 01 computer,01 Projector ,01 Wi-Fi Elton classrooms 100 mbps internet 01 computer,01 Projector ,01 Wi-Fi Fayon classrooms 100 mbps internet 01 computer,01 Projector ,01 Wi-Fi Garydessler classrooms 100 mbps internet 01 computer,01 Projector ,01 Wi-Fi Harold koontz classrooms 100 mbps internet 01 computer,01 Projector ,01 Wi-Fi Board room 100 mbps internet ,01 Projector ,01 Wi-Fi Computer Lab 100 mbps internet,60 computers,wifi

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

10

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://lead.ac.in/top-mba-campus-kerala/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

c Items Budgeted in CFY-1 (Rs.) Adequacy of Budget Allocation Infrastructure & Buildup 2,76,11,593 The adequate budget was taken to meet the Building materials & maintenance, Air conditioner, CCTV C

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Nil

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-

D. Any 1 of the above

ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

25

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Yes , frequently updated and files uploaded

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

60

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

3417942

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Nil

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

NIL

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	https://lead.ac.in/top-mba-campus-kerala/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

00

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

183

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

A. All of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

138

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

0

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	No File Uploaded

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

09

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Students from different backgrounds with diverse world views and domain knowledge, hailing from different social sets up (including a few foreigners) reinforce the fact that the amount of peer learning that one can experience in a B-school like LEAD is unmatched. Each batch is formed in a manner that students get to work with people from the different educational, professional and cultural backgrounds. The Programme fosters a collaborative learning approach, and the ability to work in and manage teams is a necessity that the students automatically imbibe.

LEAD is a student-run college whenever there is a requirement for involvement in any social activity students' team along with their mentors, choose the areas where they want to contribute and under the guidance of the mentor and directions of the Director or Chairman, the work is carried out like clockwork. The housekeeping, maintenance, food and beverage, canteen, hospitality, security, accounts keeping, dealing with stakeholders, admission process, induction of students, internships etc are upfront done by the students. Always there is voluntary participation of the faculty to augment respective support to each programme. LEAD students and faculty members are in the forefront, participating in various social movements/ activities which promote citizenship roles.

File Description	Documents
Paste link for additional information	https://lead.ac.in/learning-by-doing/
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

04

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

LEAD College of Management Alumni Association (LCMAA), the Alumni Association of the Institution is a strong vibrant Association of its students, faculty and staff members. Formed way back in 2013 the association has a strong membership of over 1100 members. The guiding philosophy of the Association is concisely stated in its vision statement as "Connect, Unite, Engage and Support". The Association, its members, and the office bearers under the able guidance of its Patron, Dr Thomas George, are committed facilitate the networking, unity, engagement and rendering of timely support to all its members all over the globe.

File Description	Documents
Paste link for additional information	https://www.almashines.com/lcom
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year E. <1Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The process of formulation and review of the Vision and the Mission statements of the MBA program starts with its definition. Inputs are taken from the faculty, the experts from the industry, parents, alumni and the organizations that have offered employment to our students. The Board of Governors of the LEAD College of Management reviews the draft definition, finalizes it and approves its publication. Once the Vision and the Mission statements are finalized, the formulation of the Program Educational Objectives or the PEOs start. Keeping the Vision and the mission of the MBA program as the base document, input from the faculty, the industry, alumni and the management is taken. This input is analyzed with respect to two aspects

1. The alignment of the PEOs with the MBA program vision and mission statements
2. The achievability of the PEOs considering the internal capabilities or the Strength, Weakness, Opportunities and Threats of the Institution (SWOT).

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Students are motivated to do things while they learn - learn by doing Ex. Various events are planned and conducted by the students o The students are divided into 12 LEAD Operational Teams (LOT) and 12 functional areas are assigned and under the facilitation of faculty members. These area are -Admission, Placement, Administration IQAC), Training, Outbound Training, Canteen, ISR, Events, Greening, LEADography, Research, LEAD Development, Cultural, Competition. o Various Fests - club activities are planned and conducted under the Marketing Club - LMAC, HR Club - LHAC and Finance Club - FEDCL o Market studies are promoted under the subject like Marketing -Brand Management, Human Resources Management - HRM HRPD, PM o Branding of charcoal tooth power, paper straws. In addition, other indigenous products. o Soap manufacturing, marketing and sales is done by the students as part of learning the various manufacturing, marketing, financial concepts of management o Students used to conduct training to school students and other UG students o Role plays are also done to learn the concepts

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The process of formulation and review of the Vision and the Mission statements of the MBA program starts with its definition. Inputs are taken from the faculty, the experts from the industry, parents, alumni and the organizations that have offered employment to our students. The Board of Governors of the LEAD College of Management reviews the draft definition, finalizes it and approves its publication. Once the Vision and the Mission statements are finalized, the formulation of the Program Educational Objectives or the PEOs start. Keeping the Vision and the mission of the MBA program as the base document, input from the faculty, the industry, alumni and the management is taken. This input is analyzed with respect to two aspects

1. The alignment of the PEOs with the MBA program vision and

mission statements

2. The achievability of the PEOs considering the internal capabilities or the Strength, Weakness, Opportunities and Threats of the Institution (SWOT).

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

LEAD College of Management is armed with proficient and experienced faculty members and state-of-the-art academic infrastructure, supported by an efficient management team. The team comprises of industry-oriented professionals, distinguished personalities who have contributed significantly to the industry and the society.

The Governing structure of LEAD College of Management consists of the following Governing Body, Academic and Administrative Bodies:

1. Prompt Charitable Trust
2. Board Of Governors
3. Program Advisory Committee
4. Program Core Committee
5. Strategic Planning Committee
6. IQAC

File Description	Documents
Paste link for additional information	https://lead.ac.in/lead-vision-and-mission/
Link to Organogram of the institution webpage	https://lead.ac.in/lead-vision-and-mission/
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination **A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Mentoring is one of the best practices followed at LEAD College of Management. The Mentorship program is offered to support students in their self-development, and confidence-building, equip them with all the skills required to complete the MBA program and assist them in transitioning from campus to corporate life. In this process, a mentor (faculty member) takes care of a group of mentees (students) with their career interests and personal well-being. As our students are from different educational backgrounds and diversified cultures and practices, they face different issues and problems as they get accustomed to the college. Mentoring acts as a platform for the students to discuss and interact with faculty members, seek advice, develop judgment skills and strive to achieve their long-term goals effectively. We understand that transparency in institution can be described as an honest, two-way openness between the staff, the students and the management. When transparency is part of institutional culture, it comes along with trust, communication, and greater levels of student/ staff engagement and advocacy. Without transparency, employees may feel underappreciated, apprehensive about the future of their employment, and doubtful of the management practices in place or the decisions made by those in positions of authority regarding the college—big or small. Transparency is also an important element in the satisfaction level of the students with the institutional activities. Here are five cascading benefits of

transparency in Educational Institution: 1. Strengthened Institutional Culture 2. Increased faculty and student Engagement

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

5

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

0

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	No File Uploaded

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

? Performance based Self-Appraisal takes into account a 360-degree evaluation.

? The faculty is assessed annually by the Self-Appraisal method.

? The analysis is done based on the following parameters: Quality of teaching subjects, Value Added classes, Skill Development, News analysis support., number of seminars, conferences and of national and international level attended, books, chapters, papers published, contribution to the college and community, consultancy work.

? The college also encourages Faculty Self-Development through upgrading education by offering full support in terms of facilities provided.

? Faculty participation in continuing education programs, various national and international conferences, sponsored registration and workshops is encouraged.

? This appraisal system has given way for further enhancement and up-gradation of their skills and knowledge

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The Accounts of the Institution are audited and certified by a team of auditors. The certified audited reports for the last three years are available in the Institutional website Audited Financial http://lead.ac.in/wp-content/uploads/2022/05/202021_compressed.pdf

File Description	Documents
Paste link for additional information	http://lead.ac.in/wp-content/uploads/2022/05/202021_compressed.pdf
Upload any additional information	No File Uploaded

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Nature of Support

Description

URL

Placement support

A dedicated Facebook page maintained by

the Alumni to post vacancies and upload resumes

<https://www.facebook.com/groups>

[/527756650900758](https://www.facebook.com/groups/527756650900758)

Entrepreneurship Support

Close collaboration with Idea Factory one of the largest network of Entrepreneurs in

Kerala

<https://www.facebook.com/leadcolleofficial/posts/652854874924>

735

Emergency fund

1. Alumni raised an amount of Rs.10 Lakhs to meet the medical expenses of Mr. Jasif one of the alumni members
2. An amount of Rs. 1 lakh was raised to meet the medical expenses of Mr Sarath of 2015 batch suffered a road accident

1. https://drive.google.com/file/d/17Hk23vsJxMpYVvPOjIyWxe61VlD6_Pz1R/view?usp=sharing

1. https://drive.google.com/file/d/17Hk23vsJxMpYVvPOjIyWxe61VlD6_Pz1R/view?usp=sharing

Pz1R/view?usp=sharing

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

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

Audit Type

External

Internal

Yes/No

Agency

Yes/No

Authority

Academic

No

NA

Yes

Director

Administrative

No

Yes

Academic Head

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Yes, it is monitored through RASE model-Resource, Activity, Support & Evaluation.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of **A. All of the above**

**Internal Quality Assurance Cell (IQAC);
Feedback collected, analyzed and used for
improvements Collaborative quality
initiatives with other institution(s)
Participation in NIRF any other quality
audit recognized by state, national or
international agencies (ISO Certification,
NBA)**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Women's empowerment cell has designed certain events to bring awareness among female students regarding gender equity and sensitize them about various issues related to gender face and how to overcome them. The following is the Action Pan academic year 2020-21.

- Promoting activities related to health, nutrition, and self-defense among the female students.
- Conduct workshops related to cybercrime, safety, and security in hotels, and career enhancement for female students.
- Establishment of separate grievance cells for women students and employees.
- Conduct workshops that promote diversity and gender-sensitive communication for students and staff
- Bring in awareness of the code of conduct and other details mentioned in the student handbook.

Women Empowerment Cell Coordinator

File Description	Documents
Annual gender sensitization action plan	<u>Women's empowerment cell has designed certain events to bring awareness among female students regarding gender equity and sensitize them various issues related to gender that face and how to overcome them. The following is the Action Pan academic year 2020-21. • Promoting activities related to health, nutrition, self-defence among the female students. • Conduct workshops related to cybercrime, safety and security in hotels and career enhancement for female students. • Establishment of separate grievance cell for women students and employees. • Conduct workshops that promote diversity and gender-sensitive communication for students and staff • Bring in awareness of code of conduct and other details mentioned in the student handbook. Women Empowerment Cell Coordinator</u>
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	<u>View File</u>
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid waste Management

The waste generated are segregated into wet and dry waste. The wet waste that is generated are mostly degradable waste like food waste has been transferred to piggery farm. The hazardous waste are burned in the incinerator owned by the college.

Liquid waste management: here the liquid waste is mainly the used water from the campus. It is sent to water treatment plant and treated water is used for watering the plants & trees inside the campus.

Waste recycling system

Water harvesting provision has been made in all the buildings of institution. There are two tanks in which water can be stored. Total capacity of two tanks is 10 lakh litres. The water requirement for a day is almost 30000 litres. In Kerala, it rains at regular intervals, so that will be sufficient to replenish the tank. Eight months of average usage is expected from this.

E-waste Management: E-waste is accumulated and handed over to the annual maintenance contract people.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Lead College supports an inclusive environment of tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities. Students are initially integrated to the College Culture & philosophy of taking

responsibilities in the beginning itself and settle into the organization culture through a weeklong programme - turning point. Being a residential programme where both students and faculty members stay in the campus brings in the necessary harmony through mentor- mentee system which goes beyond academic mentoring. All the festivals are organized and celebrated by the students. This helps students to develop an inclusive and open mindset and promote inter-faith and harmony

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Lead College of Management is a residential programme that inculcates values, rights, duties and responsibilities of citizens at the beginning of the academic year itself through an induction programme for students known as turning point and a separate programme for newly joined faculty members. Students manage a vegetable farm, poultry farm, fish farm, canteen, stationery store, food-court, guest relationships, admissions, placements, alumni as part of the "LOT" or LEAD Operating Team. We have LOT- Admission, Administration, Canteen, Greening, Research, Placement, Competition, Training, OBT, Events, LEAD Development, LEAD O Graphy, ISR, Arts & Sports. The college conducts various outreach programmes which are social in nature, bringing out the responsibility towards fellow citizens. Drinking water facilities for the general public are provided. The college organises a blood donation camp in association with the local blood bank, to encourage the students, staff and faculty to donate blood. Due to Covid it could not be done. Various activities are conducted, like Chess for the Blind, Chess for under 13 years, Out- bound training for school students and college students at other colleges is also conducted, so that they become responsible human beings with leadership skills to take charge. The course curriculum affiliated to University of Calicut has Business Ethics in the first semester and Corporate Governance in the fourth semester

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

LEAD College celebrates national and international commemorative days in the campus in a grand manner. celebrations fill with events related to that millennium. All national events like Republic day , and Independence day are celebrated with patriotic fervour.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

<https://lead.ac.in/iqac/>

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The college follows a curriculum prepared by the University of Calicut to which the college is affiliated. The faculty members in the institution is encouraged to identify the gaps in the syllabi and these additional components offered in the course beyond what is prescribed in the curriculum go a long way in enhancing the employability of the graduates. The faculty coordinating the course is responsible for the preparation of the Curriculum and course gaps, in consultation with the experts from the industry and the subject matter experts. He also prepared the action plan for bridging the identified gaps in his Course plan. These gaps and the action plans are presented in the curriculum workshop and once approved by the Program advisory committee; the faculty implements them in his course for the semester. The teaching and learning process has been enhanced by various Faculty Development Programs on recent updates in technology conducted by eminent experts from academia and industry. Add-on courses and invited talks help the students to meet experts in a specific area.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Internal evaluation for the core delivery at Lead is designed in such a way that students learn management by doing various activities in the first appendix process is gap analysis reform to identify the gap curriculum governed by the university and the outcomes envied by Lead. The various components of internal evaluation are Internal test (50), written submission, presentations, and class participation. A lot of a host of pedagogical tools such as case studies,

simulation, aptitude, and logical reasoning is been categorized to ensure the participants to ensure a higher level of bloom's taxonomy

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

D. Any 1 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

01

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

4

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

186

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The College is affiliated to the University of Calicut and follows the syllabus designed by the university. LEAD College of Management binds it to constantly pursue excellence while meeting and exceeding the expectations of all its Stakeholders. Being an affiliated institution, LEAD College

of Management is required to strictly adhere to and comply with the MBA regulations scheme and syllabi approved by the Board of Studies in Management (PG) of the University of Calicut. In order to satisfactorily meet the twin objectives of meeting/exceeding all the Stakeholder's expectations and compliance with the University regulations, LEAD has established and implemented a Curriculum Alignment Review and Enhancement process (C.A.R.E). The CARE process is used to review the stakeholder requirements, University Curriculum, and the events happening in the external environment that could have an impact on the teaching-learning process and align, revise and enhance the Curriculum in order to ensure that the University curriculum, Value added courses, Bridgecourses contribute to the attainment of the Program outcomes. The process flow chart of C.A.R.E

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	No File Uploaded

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

2

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	No File Uploaded

1.3.3 - Number of students undertaking project work/field work/ internships

2

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	D. Any 1 of the above
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File Description	Documents
URL for stakeholder feedback report	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows

D. Feedback collected

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

186

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

109

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institute organizes special programs for the students both for advance learner & slow learners. For the slow learners the college conducts remedial classes and additional tutorial classes for analytical papers. The concern course faculty and faculty mentor monitor their performance in these classes. Special soft skill sessions are organized for slow learners to make them industry ready. Regarding non-academic activities like placements, training and development is provided with individual attention to ensure the placements. Regular review of their performance is conducted by the concerned faculty members and feedback is provided to them. If required additional exercises are given.

The fast learners are given challenging exercises and additional learning materials. They are involved in peer learning with slow learners so that these slow learners also improve their performance. Additionally, these students are encouraged to take up lessons from Harvard case study, and MIT open ware. The faculty members involve them in consultancy assignments and provide industry projects to them. The students interact with alumni/ alumnae for getting industry reports.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
186	24

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

1. **Turning Point** -The duration of the course divided into 4 sessions of 7 days duration each. It is conducted once at the beginning of each semester with a total duration of 140 Hours. It is an activity cum training session and the modules of the course are specifically aligned to the attainment of PO3 - Value based Leadership, Ability to be Self-Initiated and Resourceful, Develop Transferable skills

2. **Kinaesthetic - Learning by Doing** - This course is entirely an Activity based course. Students' groups are required to conceive an idea, convert the idea into a product, prepare a business plan, and source the raw material, funds, the run a successful business. The groups have to compete with other groups and win. The entire activity is grouped into four major functional areas

1. **MacWar - Marketing**

2. **FEDCL - Financial Enlightenment Dissemination Club of LEAD- Finance Management**

3. **L-HAC - LEAD Human Asset Club.- Human Resource Management**

This event is conducted once in an year and the duration of the course is 140 Hours.

The focus of the course would be on developing Value based leadership, Self-Initiation and Transferable skills.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	https://lead.ac.in/learning-by-doing/

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Use of ICT By Faculty members at LEAD

All Classrooms are equipped with computer and LCD to aid teaching process. Other academic rooms like board room, seminar hall and tutorial room are all having computer, LCD -wall mounted and Wi-Fi connectivity to aid presentation made

PowerPoint presentations- Faculty use power-point presentations in their teaching by using LCD's and projectors. All resources like Harvard case study and MIT Open ware are used by faculties.

Online quiz- Faculties prepare online quiz for students after the completion of each unit with the help of GOOGLE FORMS.

Video Conferencing- Classes and meeting are conducted through Zoom / Google meet applications.

Video lecture- Recording of video lectures is made available to students for long term learning and future referencing.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

20

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality	
2.4.1 - Number of full time teachers against sanctioned posts during the year	
24	
File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded
2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)	
2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year	
08	
File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File
2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)	
2.4.3.1 - Total experience of full-time teachers	
File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

In a semester 5 tests are conducted after every module and after completing all the portions. The tests are conducted generally at the end of each slot of working days- All the tests are of 1 and half hour duration and of 18 weightages. The question paper is set in similar to the university exam question paper. In a day two or three tests are conducted with sufficient gap in between. The internal assessment will be based on the following components. Calicut university suggest that the following components may be followed:
 Periodic tests (Marks of best 2 out of a minimum of 3 tests) 50% Seminar paper and presentation 20% Classroom participation and attendance 10% Case analysis/ other assignment 20% A student should have obtained a minimum of D grade(50 % of the maximum marks) in internal assessment in each course to be passed successfully in that course. In case a student fails to get D grade in any course, he or she shall take retest(s)/ submit assignments to the concerned faculty to get the required minimum in that course. Internal assessment has to be completed before the university examination for each semester.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

As an affiliated College, the grievance handling procedure follows the guide lines set by University of Calicut and is as follows.

If the students have any grievance against any member of faculty, such grievance shall be dealt with at three levels for a solution.

First the concerned student may present the grievance and discuss it with the concerned faculty.

If the grievance is not solved at the faculty level, the student shall submit a written complaint with all the relevant details to the Dean- Academics.

The complaint shall be dealt with by a Committee of Teachers with the Director, Dean- Academics and the teacher whose assessment is a matter of dissatisfaction for the student or students.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The Programme outcomes as well as the Course outcomes are displayed in the website and the course plan with COs are displayed in the students' log in. The College website and Campus management software Linways displays the same for reference to the students. LEAD College of Management is required to strictly adhere to and comply with the MBA regulations scheme and syllabi approved by the Board of Studies in Management (PG) of the University of Calicut. In order to satisfactorily meet the twin objectives of meeting/exceeding all the Stakeholders expectations and compliance to the University regulations, LEAD has established and implemented a Curriculum Alignment Review and Enhancement process (C.A.R.E). The CARE process is used to review the stakeholder requirements, University Curriculum and the events happening in the external environment that could have an impact on the teaching learning process and align, revise and enhance the Curriculum in order to ensure that the University curriculum, Value added courses, courses contribute to the attainment of the Program outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Nil

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	No File Uploaded
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

[Nil](#)

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

03

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge
 The College is known for its innovative approach to management education by developing innovative approach to teaching learning process and developing aright ecosystem for students to think differently. Learning by doing, community service, experiential learning, collaborative learning are innovative approaches in modern management education where management institution provides a simulated environment that facilitate such learning. The initiatives taken are as follows There is an MOU signed with various institutions and industry to foster research and consultancy. The library which is opened for 21/7 provides facilities for research support through reference books, research journals, reading room, DELNET, digital library The consultancy assignment done by faculty provides a lot of insights into business situations and problems which helps to expand business knowledge. The college conducts regularly workshops, FDPs, seminars & conferences which not only provides knowledge enrichment to faculty members and networking helps in collaborative research. There is well developed policy towards faculty development which paves way for research output. The college is known for innovative approach in teaching learning process which is unique like learning by doing for instance students run most of the operations of the college.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

10

File Description	Documents
Report of the event	No File Uploaded
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

1

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	No File Uploaded
3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year	
3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year	
904	
File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File
3.4 - Extension Activities	
3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year	
Nil	
File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File
3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year	
3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year	

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	No File Uploaded

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning. viz., classrooms, laboratories, computing equipment etc.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://lead.ac.in/top-mba-campus-kerala/

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Room number or Name of classrooms/Seminar Hall with LCD / wifi/LAN facilities with room numbers Type of ICT facility
 All class room & Seminar hall Internet, Computer, LED Projector, Wi-Fi
 Amartyasen classrooms 100 mbps internet 01 computer,01 Projector ,01 Wi-Fi
 Buffet classrooms 100 mbps internet 01 computer,01 Projector ,01 Wi-Fi
 Collins classrooms 100 mbps internet 01 computer,01 Projector ,01 Wi-Fi
 Drucker classrooms 100 mbps internet 01 computer,01 Projector ,01 Wi-Fi
 Elton classrooms 100 mbps internet 01 computer,01 Projector ,01 Wi-Fi
 Fayon classrooms 100 mbps internet 01 computer,01 Projector ,01 Wi-Fi
 Garydessler classrooms 100 mbps internet 01 computer,01 Projector ,01 Wi-Fi
 Harold koontz classrooms 100 mbps internet 01 computer,01 Projector ,01 Wi-Fi
 Board room 100 mbps internet ,01 Projector ,01 Wi-Fi
 Computer Lab 100 mbps internet,60

computers,wifi	
File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.	
10	
File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://lead.ac.in/top-mba-campus-kerala/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File
4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)	
4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)	
c Items Budgeted in CFY-1 (Rs.) Adequacy of Budget Allocation Infrastructure & Buildup 2,76,11,593 The adequate budget was taken to meet the Building materials & maintenance, Air conditioner, CCTV C	
File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)****Nil**

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**D. Any 1 of the above**

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e-journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)	
4.2.4.1 - Number of teachers and students using library per day over last one year	
25	
File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File
4.3 - IT Infrastructure	
4.3.1 - Institution frequently updates its IT facilities including Wi-Fi	
Yes , frequently updated and files uploaded	
File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
4.3.2 - Number of Computers	
60	
File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded
4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS
File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File
4.4 - Maintenance of Campus Infrastructure	

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)**4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)****3417942**

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Nil

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION**5.1 - Student Support****5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year****5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year****NIL**

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	https://lead.ac.in/top-mba-campus-kerala/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

00

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

183

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression**5.2.1 - Number of placement of outgoing students during the year**

5.2.1.1 - Number of outgoing students placed during the year	
138	
File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File
5.2.2 - Number of students progressing to higher education during the year	
5.2.2.1 - Number of outgoing student progression to higher education	
0	
File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File
5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)	
5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year	
0	

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	No File Uploaded

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

09

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Students from different backgrounds with diverse world views and domain knowledge, hailing from different social sets up (including a few foreigners) reinforce the fact that the amount of peer learning that one can experience in a B-school like LEAD is unmatched. Each batch is formed in a manner that students get to work with people from the different educational, professional and cultural backgrounds. The Programme fosters a collaborative learning approach, and the

ability to work in and manage teams is a necessity that the students automatically imbibe.

LEAD is a student-run college whenever there is a requirement for involvement in any social activity students' team along with their mentors, choose the areas where they want to contribute and under the guidance of the mentor and directions of the Director or Chairman, the work is carried out like clockwork. The housekeeping, maintenance, food and beverage, canteen, hospitality, security, accounts keeping, dealing with stakeholders, admission process, induction of students, internships etc are upfront done by the students. Always there is voluntary participation of the faculty to augment respective support to each programme. LEAD students and faculty members are in the forefront, participating in various social movements/ activities which promote citizenship roles.

File Description	Documents
Paste link for additional information	https://lead.ac.in/learning-by-doing/
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

04

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

LEAD College of Management Alumni Association (LCMAA), the Alumni Association of the Institution is a strong vibrant Association of its students, faculty and staff members. Formed way back in 2013 the association has a strong membership of over 1100 members. The guiding philosophy of the Association is concisely stated in its vision statement as "Connect, Unite, Engage and Support". The Association, its members, and the office bearers under the able guidance of its Patron, Dr Thomas George, are committed facilitate the networking, unity, engagement and rendering of timely support to all its members all over the globe.

File Description	Documents
Paste link for additional information	https://www.almashines.com/lcom
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT**6.1 - Institutional Vision and Leadership**

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The process of formulation and review of the Vision and the Mission statements of the MBA program starts with its definition. Inputs are taken from the faculty, the experts from the industry, parents, alumni and the organizations that have offered employment to our students. The Board of Governors of the LEAD College of Management reviews the draft definition, finalizes it and approves its publication. Once the Vision and the Mission statements are finalized, the formulation of the Program Educational Objectives or the PEOs

start. Keeping the Vision and the mission of the MBA program as the base document, input from the faculty, the industry, alumni and the management is taken. This input is analyzed with respect to two aspects

1. The alignment of the PEOs with the MBA program vision and mission statements
2. The achievability of the PEOs considering the internal capabilities or the Strength, Weakness, Opportunities and Threats of the Institution (SWOT).

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Students are motivated to do things while they learn - learn by doing Ex. Various events are planned and conducted by the students o The students are divided into 12 LEAD Operational Teams (LOT) and 12 functional areas are assigned and under the facilitation of faculty members. These area are -Admission, Placement, Administration IQAC), Training, Outbound Training, Canteen, ISR, Events, Greening, LEADography, Research, LEAD Development, Cultural, Competition. o Various Fests - club activities are planned and conducted under the Marketing Club - LMAC, HR Club - LHAC and Finance Club - FEDCL o Market studies are promoted under the subject like Marketing -Brand Management, Human Resources Management - HRM HRPD, PM o Branding of charcoal tooth power, paper straws. In addition, other indigenous products. o Soap manufacturing, marketing and sales is done by the students as part of learning the various manufacturing, marketing, financial concepts of management o Students used to conduct training to school students and other UG students o Role plays are also done to learn the concepts

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The process of formulation and review of the Vision and the Mission statements of the MBA program starts with its definition. Inputs are taken from the faculty, the experts from the industry, parents, alumni and the organizations that have offered employment to our students. The Board of Governors of the LEAD College of Management reviews the draft definition, finalizes it and approves its publication. Once the Vision and the Mission statements are finalized, the formulation of the Program Educational Objectives or the PEOs start. Keeping the Vision and the mission of the MBA program as the base document, input from the faculty, the industry, alumni and the management is taken. This input is analyzed with respect to two aspects

1. The alignment of the PEOs with the MBA program vision and mission statements
2. The achievability of the PEOs considering the internal capabilities or the Strength, Weakness, Opportunities and Threats of the Institution (SWOT).

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

LEAD College of Management is armed with proficient and experienced faculty members and state-of-the-art academic

infrastructure, supported by an efficient management team. The team comprises of industry- oriented professionals, distinguished personalities who have contributed significantly to the industry and the society.

The Governing structure of LEAD College of Management consists of the following Governing Body, Academic and Administrative Bodies:

1. Prompt Charitable Trust
2. Board Of Governors
3. Program Advisory Committee
4. Program Core Committee
5. Strategic Planning Committee
6. IQAC

File Description	Documents
Paste link for additional information	https://lead.ac.in/lead-vision-and-mission/
Link to Organogram of the institution webpage	https://lead.ac.in/lead-vision-and-mission/
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Mentoring is one of the best practices followed at LEAD College of Management. The Mentorship program is offered to support students in their self-development, and confidence-building, equip them with all the skills required to complete the MBA program and assist them in transitioning from campus to corporate life. In this process, a mentor (faculty member) takes care of a group of mentees (students) with their career interests and personal well-being. As our students are from different educational backgrounds and diversified cultures and practices, they face different issues and problems as they get accustomed to the college. Mentoring acts as a platform for the students to discuss and interact with faculty members, seek advice, develop judgment skills and strive to achieve their long-term goals effectively. We understand that transparency in institution can be described as an honest, two-way openness between the staff, the students and the management. When transparency is part of institutional culture, it comes along with trust, communication, and greater levels of student/ staff engagement and advocacy. Without transparency, employees may feel underappreciated, apprehensive about the future of their employment, and doubtful of the management practices in place or the decisions made by those in positions of authority regarding the college—big or small. Transparency is also an important element in the satisfaction level of the students with the institutional activities. Here are five cascading benefits of transparency in Educational Institution: 1. Strengthened Institutional Culture 2. Increased faculty and student Engagement

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

5	
File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File
6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year	
6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year	
0	
File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded
6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)	
6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year	
0	

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	No File Uploaded

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

? Performance based Self-Appraisal takes into account a 360-degree evaluation.

? The faculty is assessed annually by the Self-Appraisal method.

? The analysis is done based on the following parameters: Quality of teaching subjects, Value Added classes, Skill Development, News analysis support., number of seminars, conferences and of national and international level attended, books, chapters, papers published, contribution to the college and community, consultancy work.

? The college also encourages Faculty Self-Development through upgrading education by offering full support in terms of facilities provided.

? Faculty participation in continuing education programs, various national and international conferences, sponsored registration and workshops is encouraged.

? This appraisal system has given way for further enhancement and up-gradation of their skills and knowledge

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The Accounts of the Institution are audited and certified by a team of auditors. The certified audited reports for the last three years are available in the Institutional website Audited Financial http://lead.ac.in/wp-content/uploads/2022/05/202021_compressed.pdf

File Description	Documents
Paste link for additional information	http://lead.ac.in/wp-content/uploads/2022/05/202021_compressed.pdf
Upload any additional information	No File Uploaded

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Nature of Support

Description

URL

Placement support

A dedicated Facebook page maintained by the Alumni to post vacancies and upload resumes

<https://www.facebook.com/groups>

[/527756650900758](https://www.facebook.com/groups/527756650900758)

Entrepreneurship Support

Close collaboration with Idea Factory one of the largest network of Entrepreneurs in

Kerala

<https://www.facebook.com/leadcollegeofficial/posts/652854874924>

735

Emergency fund

1. Alumni raised an amount of Rs.10 Lakhs to meet the medical expenses of Mr. Jasif one of the alumni members
2. An amount of Rs. 1 lakh was raised to meet the medical expenses of Mr Sarath of 2015 batch suffered a road accident

1. <https://drive.google.com/file/d/17Hk23vsJxMpYVvPOjIyWxe61VlD6Pz1R/view?usp=sharing>

1. <https://drive.google.com/file/d/17Hk23vsJxMpYVvPOjIyWxe61VlD6>

[Pz1R/view?usp=sharing](#)

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

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

Audit Type

External

Internal

Yes/No

Agency

Yes/No

Authority

Academic

No

NA

Yes

Director

Administrative

No

Yes

Academic Head

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Yes, it is monitored through RASE model- Resource, Activity, Support & Evaluation.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Women's empowerment cell has designed certain events to bring awareness among female students regarding gender equity and sensitize them about various issues related to gender face and how to overcome them. The following is the Action Plan academic year 2020-21.

- Promoting activities related to health, nutrition, and self-defense among the female students.
- Conduct workshops related to cybercrime, safety, and security in hotels, and career enhancement for female students.
- Establishment of separate grievance cells for women students and employees.
- Conduct workshops that promote diversity and gender-sensitive communication for students and staff
- Bring in awareness of the code of conduct and other details mentioned in the student handbook.

Women Empowerment Cell Coordinator

File Description	Documents
Annual gender sensitization action plan	<p><u>Women's empowerment cell has designed certain events to bring awareness among female students regarding gender equity and sensitize them various issues related to gender that face and how to overcome them. The following is the Action Pan academic year 2020-21. • Promoting activities related to health, nutrition, self-defence among the female students. • Conduct workshops related to cybercrime, safety and security in hotels and career enhancement for female students. • Establishment of separate grievance cell for women students and employees. • Conduct workshops that promote diversity and gender-sensitive communication for students and staff • Bring in awareness of code of conduct and other details mentioned in the student handbook. Women Empowerment Cell Coordinator</u></p>
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<p style="text-align: center;">Nil</p>
<p>7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment</p>	<p>A. 4 or All of the above</p>
File Description	Documents
Geo tagged Photographs	<p style="text-align: center;"><u>View File</u></p>
Any other relevant information	<p style="text-align: center;">No File Uploaded</p>

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid waste Management

The waste generated are segregated into wet and dry waste. The wet waste that is generated are mostly degradable waste like food waste has been transferred to piggery farm. The hazardous waste are burned in the incinerator owned by the college.

Liquid waste management: here the liquid waste is mainly the used water from the campus. It is sent to water treatment plant and treated water is used for watering the plants & trees inside the campus.

Waste recycling system

Water harvesting provision has been made in all the buildings of institution. There are two tanks in which water can be stored. Total capacity of two tanks is 10 lakh litres. The water requirement for a day is almost 30000 litres. In Kerala, it rains at regular intervals, so that will be sufficient to replenish the tank. Eight months of average usage is expected from this.

E-waste Management: E-waste is accumulated and handed over to the annual maintenance contract people.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge

A. Any 4 or all of the above

Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	
File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded
7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1.Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3.Pedestrian-friendly pathways 4.Ban on use of plastic 5.Landscaping	A. Any 4 or All of the above
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Lead College supports an inclusive environment of tolerance

and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities. Students are initially integrated to the College Culture & philosophy of taking responsibilities in the beginning itself and settle into the organization culture through a weeklong programme - turning point. Being a residential programme where both students and faculty members stay in the campus brings in the necessary harmony through mentor- mentee system which goes beyond academic mentoring. All the festivals are organized and celebrated by the students. This helps students to develop an inclusive and open mindset and promote inter-faith and harmony

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Lead College of Management is a residential programme that inculcates values, rights, duties and responsibilities of citizens at the beginning of the academic year itself through an induction programme for students known as turning point and a separate programme for newly joined faculty members. Students manage a vegetable farm, poultry farm, fish farm, canteen, stationery store, food-court, guest relationships, admissions, placements, alumni as part of the "LOT" or LEAD Operating Team. We have LOT- Admission, Administration, Canteen, Greening, Research, Placement, Competition, Training, OBT, Events, LEAD Development, LEAD O Graphy, ISR, Arts & Sports. The college conducts various outreach programmes which are social in nature, bringing out the responsibility towards fellow citizens. Drinking water facilities for the general public are provided. The college organises a blood donation camp in association with the local blood bank, to encourage the students, staff and faculty to donate blood. Due to Covid it could not be done. Various activities are conducted, like Chess for the Blind, Chess for

under 13 years, Out- bound training for school students and college students at other colleges is also conducted, so that they become responsible human beings with leadership skills to take charge. The course curriculum affiliated to University of Calicut has Business Ethics in the first semester and Corporate Governance in the fourth semester

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

LEAD College celebrates national and international commemorative days in the campus in a grand manner. celebrations fill with events related to that millennium. All national events like Republic day , and Independence day are celebrated with patriotic fervour.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

<https://lead.ac.in/iqac/>

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

To gain visibility to Lead College of Management

To enrich Student diversity with international students

To Implement 50% student/faculty exchange programs with institutions of repute and Reputed

Foreign Universities.

To get NBA.NAAC & ACBSP International Accreditation

