



KOTTAKKAL FAROOK
ARTS & SCIENCE COLLEGE

KOTTAKKAL, PARAPPUR P.O, MALAPPURAM DISTRICT, KERALA, 676503

**DEPARTMENT OF COMMERCE AND
MANAGEMENT**

ANNUAL REPORT 2018-2019

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ANNUAL REPORT 2018-2019

INTRODUCTION

The main goal of the B.Com and BBA programs at Kottakkal Farook Arts and Science College is to give our students a solid education and practical skills in commerce and management. The Department of Commerce and Management Studies helps students navigate the complex fields of finance, business administration, and computer applications in commerce, preparing them to succeed in their careers. Our goal is to ensure every student is professionally ready for the annual placement programs. To achieve this, we offer a variety of orientation programs and bridge courses that familiarize students with the courses and curriculum, ensuring a smooth transition into their academic journey.

The Department of Commerce and Management Studies at our college offers the following programs:

UNDERGRADUATE COURSES:

B.Com (Finance)

B.Com (Computer Applications)

BBA (Bachelor of Business Administration)

POSTGRADUATE COURSE:

M.Com (Finance): Provides advanced education in financial management and accounting.

Through these programs, we strive to equip our students with the knowledge and skills necessary to succeed in their chosen careers, fostering a learning environment that emphasizes both academic excellence and practical application.



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Our department is dedicated to providing a high-quality education that equips students with the knowledge and skills necessary to succeed in the dynamic and ever-changing world of commerce. At our department, students can expect to engage with a diverse faculty that brings a wealth of experience and expertise in the areas of accounting, finance, economics, marketing, and business management. Our faculty members are committed to providing a comprehensive and challenging curriculum that prepares students for a wide range of career opportunities in the business world. As a Commerce UG student at our college, you will have access to a range of resources and opportunities, including internships, industry visits, workshops, and seminars, which will help you gain practical experience and stay up-to-date with the latest trends and developments in the field of commerce.

We also offer a range of extracurricular activities, including clubs, societies, and sports teams, which provide students with the opportunity to develop their leadership, teamwork, and communication skills while pursuing their interests outside the classroom.

At our Commerce and Management Department, we believe in providing a holistic education that nurtures the intellectual, social, and personal development of our students. We are committed to fostering a culture of excellence, innovation, and lifelong learning that prepares our graduates to become leaders and change-makers in the business world and beyond.




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• FACULTY

<i>NAME</i>	<i>DESIGNATION</i>	<i>QUALIFICATION</i>
NANDHINI PC	Assistant Professor	M.Com
MUJEEB TP	Assistant Professor, Department Co-Ordinator	M.com, MBA, BEd, M phil,
SAFOORA P	Assistant Professor	M.COM, NET, BEd, SET
SREENIJA M	Assistant Professor	M.COM,NET,BEd,SET,DTP, DIPLOMA IN FINANCIAL ACCOUNTING
RAIHANATH KAKKOTIL	Assistant Professor	M.COM, BEd, SET,TALLY,Peach tree
FASEELA P	Assistant Professor	M.COM, BEd , SET
NIMISHA N	Assistant Professor	M.COM, BEd, SET
JIJLTV	Assistant Professor	M.COM, BEd, SET
SUMAYYA.E	Assistant Professor	M.COM,
ASHIDA.AP	Assistant Professor	M.COM,
MUHZINA.KM	Assistant Professor	M.COM, BEd, SET
DIVYA NEETTATH	Assistant Professor	M.COM, BEd, SET
NISHATH. V	Assistant Professor	M.COM, BEd, MEd,SET
MUNEER. M	Assistant Professor	M.COM, BEd



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BASIMA KOLAKKATTIL	Assistant Professor	M.COM, NET
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- FACULTY- STUDENT RATIO**

A faculty-student ratio of 1:38 in the Department of Commerce and Management Studies indicates that for every faculty member in the department, there are approximately 38 students. This ratio provides insight into the level of attention and support that students may receive from faculty members within the department

- ROLES AND RESPONSIBILITIES ALLOTTED TO FACULTIES**

The dedication of faculty members significantly influences the department's reputation and directly impacts the quality of education provided. Faculty responsibilities include maintaining high teaching standards and contributing actively to the academic community.

NAAC Co-Ordinator	Nandhini PC
Programme Co-Ordinator	Mujeeb. TP
Seminar Co-Ordinator	Nandhini PC
Chairperson, Women development cell	Nandhini PC
Anti-ragging squad	Nandhini PC, Mujeeb. TP, Muneer. M, Nishath V, Sreenija M
Anti-ragging committee	Nandhini PC, Mujeeb. TP, Muneer. M, Nishath V, Sreenija M
Complaints Grievances Redressal Committee	Nandhini PC, Safoora. P
Secretary College Council	Nandhini PC
Tour Co-Ordinator	Mujeeb. TP



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ED Club Co-Ordinator	Mujeeb. TP and Divya. N
Project Co-Ordinator	Nishath V
IQAC Co-Ordinator	Raihanath Kakkottil
Internal Exam Co-Ordinator	Najma. P

• **FACULTY DEVELOPMENT INITIATIVES DURING THE YEAR**

A Faculty Development programme was conducted on the _____ in the Seminar Hall of Kottakkal Farook Arts and Science College. This program was specifically tailored for teachers to enhance their professional skills, focusing on the effective implementation of hybrid teaching and learning method

FUNCTIONING OF COMMITTEES

In the Commerce and Management Department, committees ensure effective coordination and decision-making, fostering collaboration among faculty and students to enhance academic and administrative processes.

1. **INTERNAL EXAMINATION COMMITTEE**

- Coordinators : Nandini PC [BBA]
 Safoora .P [Bcom CA]
 Sreenija .M [Bcom finance]

The internal examination committee is responsible for evaluating students' performance in internal assessments and projects. It includes discussions on assessment methods, grading criterion, assessment schedules and performance analysis

2. **ED CLUB**

- Co Ordinator : Mujeeb TP
 Members Divya Neettath
 Najma, P

The ED Club serves as a collaborative platform for students and educators, fostering discussions, organizing educational events, and implementing initiatives to enhance the overall learning



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experience. Events like food fest, art gallery, management fest, field trip etc. were organised by ED Club

3. INDUSTRIAL VISIT/TOUR COMMITTEE

Co- Ordinator : Mujeeb .TP

Members Muneer M

Nishath

The TOUR / Industrial visit (IV) committee is responsible for organising educational tours and industrial visits for students. It give an outline of the planning, budgeting and execution of such programmes

4. GRIEVANCE REDRESSAL CELL

Convenor : NANDHINI PC

Members :

Safoora P

Sreenija M

The Grievances and Redressal committee deals with student grievances and ensures their timely resolution. During committee meetings a discussion made on grievances raised, action taken and decision made to address student concerns

5. DEPARTMENTAL ACADEMIC COMMITTEE

Chairman : Nandini PC

Members : Muneer. M

Divya Neettath

Student rep; Ashiq (BCom)

Alumni Rep : Gafoor (Alumni)

External faculty : Dr sreevidya (Govt .College Malappuram)



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FACULTY LEARNING FORUM

It is an internal sit-together discussion forum of faculty members scheduled casually or a casual sit-together on a particular day, or say Friday's last hour or week's last working day if Saturday happens to be. This forum's objectives are to discuss aspects of daily work schedules, happenings, problems related to academics, and discipline issues. It is to explore various pedagogies in higher education, to provide a platform for professional dialogues on new developments in the realm of commerce, and to encourage and foster the research culture amongst faculty members

Topics discussed in the Learning Circles during the year: -

Effectively managing large classes within our commerce department necessitates a strategic approach to accommodate the unique dynamics of a sizable student cohort. Technological integration plays a pivotal role, with the adoption of online tools, learning management systems, and multimedia elements enriching the learning experience. These resources facilitate seamless

Concurrently, active learning methodologies, such as group discussions, case studies, and collaborative problem-solving, are employed to ensure that students remain actively involved and can comprehend complex concepts more thoroughly. Furthermore, maintaining clear communication channels is prioritized, utilizing platforms like email and virtual meetings to promptly address student inquiries and provide additional support. Through these concerted efforts, our commerce department fosters an inclusive and interactive educational environment conducive to student success, even in the context of larger class sizes.

2. FACULTY PROFESSIONAL DEVELOPMENT PROGRAMMES

The Faculty Professional Development programs are held on the last Friday of every month and are coordinated and conducted by representatives (Mujeeb TP, Safoora.P, and Sreenija M from the Department




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of Commerce and Management and attended by all faculties in the department. Ms Raihanath kakkottil facilitated as the faculty coordinator for the Department of Commerce.

- A talk on "pedagogy and curriculum design"
- Orientation programme for newly joined faculty members (*Mastersoft, LMS, SOP*)

CERTIFICATE COURSE CURRICULUM

During the academic year 2018-19, Kottakkal Farook Arts & Science College's Internal Quality Assurance Cell (IQAC) & Certificate Course Board of Studies meticulously curated a diverse set of certificate courses aimed at enhancing the interdisciplinary skills and cultural knowledge for the students. Six courses were offered, three for second-year students and three for first-year students, across various departments, allowing for interdisciplinary learning environment.

From June to September 2018, second-year students engaged in specialized courses such as "Indian Art and Culture" coordinated by Naseera. N.K for the History department, "Entrepreneurship and Innovation" under the guidance of Mujeeb T.P, and "Project Management" led by Divya Neettath , offered by Department of Commerce & Management each spanning 32 hours.

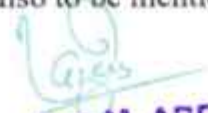
For the first-year students, between November 2018 and March 2019, the curriculum included courses like "Public Speaking and Presentation Skills" coordinated by Naufal V.K for the English department, "Kerala Culture Studies" handled by Rahul. T. K offered by Department of Political Science , and "Tutorial Sessions in Common Household Maintenance" guided by Suhail K offered by the Physics department, also each lasting 32 hours.

These carefully selected courses allowing for interdisciplinary learning environment were designed to broaden students' perspectives, enhance practical skills, foster an appreciation of cultural heritage, thus contributing significantly to their holistic development.

STUDENTSHIP

This section carries information about students, learner-centric initiatives taken by the department, and student development and support services. The cultural and extracurricular activities, the industrial and village visits, and extension activities have also to be mentioned.




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- **ACADEMIC MONITORING**

Academic mentoring played an even more critical role in supporting students through unprecedented challenges in the 2018-2019 academic year. The pandemic disrupted traditional learning environments, and academic mentoring adapted to address the unique needs arising from these disruptions. Mentors helped mentees navigate virtual classrooms, manage new types of coursework, and set realistic academic goals amidst uncertainty. They provided strategies for staying organized and focused in a remote learning environment. The heightened stress and anxiety brought by the pandemic were addressed by mentors who offered essential emotional support, helping students cope with isolation and maintain their well-being. Additionally, mentors assisted with problem-solving specific to remote learning issues, such as technology challenges and time management. They continued to provide constructive feedback on academic work, ensuring that students remained engaged and motivated despite the lack of in-person interaction. Furthermore, mentors introduced mentees to virtual networks and resources, facilitating connections crucial during a time of physical distancing. Career development discussions also adapted to the changing job market, with mentors guiding students on how to navigate virtual job fairs, online interviews, and remote work opportunities. Overall, academic mentoring during the 2018-2019 academic year was pivotal in helping students overcome obstacles and achieve success in a transformed educational landscape.

- **SUPPLY OF STUDY MATERIELS**

Faculty members provided useful study materials beyond the standard textbooks, enriching students' understanding of specific topics. These additional resources offered valuable information and insights, aiding in a deeper comprehension of the subject matter. All these materials are accessible in the College's D Space repository.

- **DOCUMENTATION OF ACADEMIC ACTIVITIES**



A handwritten signature in green ink, appearing to read "Azeez".

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In the Department of Commerce and Management Studies, academic activities are rigorously documented to uphold standards of excellence in teaching, research, and service. Research endeavours encompass a diverse array of projects, spanning from innovative studies to collaborative efforts with external partners. These projects are meticulously recorded, detailing their inception, funding sources, and resultant outcomes. Similarly, publications stemming from departmental research efforts are catalogued, including peer-reviewed journal articles, book chapters, and conference proceedings. Faculty members are also actively engaged in disseminating knowledge through presentations at national and international forums, further enriching the scholarly discourse within their respective fields. In parallel, teaching materials such as syllabi, lesson plans, and innovative pedagogical approaches are meticulously documented to enhance the quality of instruction and support student learning outcomes.

LIST OF CLASS ADVISORS

I ST SEMESTER	
Bcom CA	MUHZINA KM
Bcom Finance	SUMAYYA. E
BBA	RAIHANATH K
II ND SEMESTER	
Bcom CA	MUHZINA KM
Bcom Finance	SUMAYYA. E
BBA	RAIHANATH K
III RD SEMESTER	
Bcom CA	JJI TV
Bcom finance	SAFOORA. P
BBA	NISHATH. V
IV TH SEMESTER	
Bcom CA	JJI TV
Bcom Finance	SAFOORA. P
BBA	NISHATH. V
V TH SEMESTER	



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Bcom CA	ASHIDA A P
Bcom Finance	SREENJA. M
BBA	MUJEEB TP
VI TH SEMESTER	
Bcom CA	ASHIDA A P
Bcom Finance	SREENJA. M
BBA	MUJEEB TP
IST SEMESTER MCOM	FASEELA P
IIND SEMESTER MCOM	FASEELA P
IIIRD SEMESTER MCOM	DIVYA NEETTATH
IV th sem Mcom	DIVYA NEETTATH

- **Slow learner-centric classes:** One hour written exam for 100 marks are conducted for core subjects. Then Students who scored below 40% marks are identified as slow learners. Assignments, special classes, group discussions etc are given to improve t heir learning capacity.
- **Advanced learner-centric activities:**
One hour written exam for 100 marks are conducted for core subjects. Then students who scored above 70% marks are identified as advanced learners. Assignments, group discussions, peer teaching etc are given to uplift their excellency.

- **Supplemental learning**

Supplemental learning in our Department of Commerce and Management Studies extends beyond classrooms, incorporating experiential learning, projects, field trips, and industrial visits. Through hands-on experiences and real-world applications, students enhance their critical thinking and problem-solving abilities. Project-based assignments foster collaboration and creativity, while field trips provide insights into industry practices. These



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activities complement formal instruction, offering students a holistic education and preparing them for future in academia and the workforce.

STUDENT SUPPORT AND DEVELOPMENT ACTIVITIES

The student support and student development initiatives that have been undertaken in this academic year are presented.

1. **Mentoring for students**
2. **Bridge/ Orientation courses**
3. **Special Coaching provided for supplementary examinations**
4. **Placement workshops for students**

On the developmental front, initiatives such as Commerce Lab, Journal Club, Finance Club, orientation in banking, etc. were conducted.

1. MENTORING

Mentoring groups were formed under various mentees.

in this mentor-mentee program, each mentor is responsible for helping and guiding 15 students. This setup ensures that each student gets individual support and makes the learning experience better for everyone

- **SPECIAL MENTORING DONE**

Extra time for Exams- The special students who needed extra time were mentored and with the help of the office of examinations extra time was provided both for mid-semester and end-semester exams.

- **MENTORING FOR WEAK SUBJECTS**

The students were continuously mentored regarding their academics. They were motivated and continuously encouraged to seek help from the teachers of the subjects in which they are weak.



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- **ENCOURAGEMENT TO PARTICIPATE IN ASSOCIATION AND CULTURAL ACTIVITIES** – The students were constantly encouraged to participate in all the co-curricular and inter-class events to help them develop self-confidence. One of the special students is also a member of the Theatre Club of the department.
- **MID SEM RESULT ANALYSIS-**
Result analysis of Mid-semester exams of the special students was done separately to know their performance. It was found that compared to the first year, the second-year students fared better.

In the weekly departmental meetings, issues related to these students were discussed. For instance, teachers were requested to go a little slow while speaking to these students as they found it difficult to grasp. In another instance, the teachers were requested to give extra time for the completion of written assignments to first-year students who had problems comprehending and articulating using the English language. This was observed more in the case of Malayalam medium students.

The students of the FIRST year found the subject of financial Accounting to be tough. After speaking to them it was concluded that lack of practice and not being able to grasp fast during the lecture hours were the main reasons for not being able to cope with the subject. The teachers teaching the subject were met in person and were requested to take a few one-to-one sessions for these students. The teachers obliged and some students even managed to get help during study holidays.

An effort was made to bring them together to study problem-based papers on campus with assistance from teachers and a few senior students (supplemental learning) who were good at the subject. It was observed that this group study helped them in looking at each other's notes and getting their doubts cleared. Buddies were identified from their own classes to help them with any doubts regarding the subjects or any other thing. They became friendly with their seniors during meetings and so took help from them too. At the end of each semester their scores in all subjects were taken note of and they were advised and helped accordingly. Students who had attendance issues were constantly monitored and mentored and helped to sort out the same.




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2. ORIENTATION PROGRAMMES FOR FIRST YEARS

A ten-day departmental-level orientation for the first semester B. Com and BBA students was organized with a special timetable before the commencement of regular sessions. The main objective was to orient the students to KFASC academic culture with a focus on presentation and writing and referencing skills

1. TIMETABLE -ORIENTATION AND BRIDGE CLASSES

First-year students were given a college-level induction program in the main auditorium along with the PTA gathering. Here the students were briefed about the rules and regulations of the department with respect to dress- code, discipline, attendance, the various clubs, associations, and other activities. This was clubbed with the Freshers" welcome program" organized by the senior students.

DEPARTMENT INDUCTION PROGRAMME

FIRST SEMESTER BCOM CA INDUCTION SCHEDULE

2018 – 2019

	10am-11.30am	11.30am-1pm	2pm-4pm
Wednesday 11-09- 2018	REGULATION <i>NANDINI.PC</i>	CORPORATE REGULATION <i>NISHATH.V</i>	GST <i>MUNEER.M</i>
Thursday 12-09- 2018	MARKETING MANAGEMENT <i>MUJEEB.TP</i>	MANAGERIAL ECONOMICS <i>MUHZINA.KM</i>	REGULATION <i>NANDINI.PC</i>

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<p>Friday 13-09-2018</p>	<p>ENTREPRENEURSHIP DEVELOPMENT</p> <p><i>JJI.TV</i></p>	<p>DERIVATIVES</p> <p><i>RAIHANATH KAKKOTTIL</i></p>	<p>MARKETING MANAGEMENT</p> <p><i>MUJEEB.TP</i></p>
<p>Monday 16-09-2018</p>	<p>FUNDAMENTALS OF INVESTMENT</p> <p><i>BASIMA KOLAKKATILL</i></p>	<p>BASIC NUMERICAL SKILLS</p> <p><i>FASEELA.P</i></p>	<p>ENTREPRENEURSHIP DEVELOPMENT</p> <p><i>JJI.TV</i></p>
<p>Tuesday 17-09-2018</p>	<p>ACCOUNTING</p> <p><i>SAFOORA.P</i></p>	<p>INCOME TAX</p> <p><i>NIMISHA.N</i></p>	<p>BUSINESS MANAGEMENT</p> <p><i>BASIMA KOLAKKATILL</i></p>
<p>Wednesday 18-09-2018</p>	<p>BANKING AND INSURANCE</p> <p><i>ASHIDA AP</i></p>	<p>COST ACCOUNTING</p> <p><i>DIVYA NEETATH</i></p>	<p>ACCOUNTING</p> <p><i>SAFOORA.P</i></p>
<p>Thursday 19-09-2018</p>	<p>QUANTITATIVE TECHNIQUE</p> <p><i>SUMAYYA.E</i></p>	<p>HUMAN RESOURCES MANAGEMENT</p> <p><i>SREENIJA.M</i></p>	<p>BANKING AND INSURANCE</p> <p><i>ASHIDA AP</i></p>



(Signature)
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FIRST SEMESTER BCOM FINANCE INDUCTION

SCHEDULE 2018 – 2019

	10am-11.30am	11.30am-1pm	2pm-4pm
Wednesday 11-09-2018	BANKING AND INSURANCE <i>ASHIDA AP</i>	REGULATION <i>NANDINI.PC</i>	ENTREPRENEURSHIP DEVELOPMENT <i>JJI.TV</i>
Thursday 12-09-2018	ENTREPRENEURSHIP DEVELOPMENT <i>JJI.TV</i>	FUNDAMENTALS OF INVESTMENT <i>BASIMA KOLAKKATILL</i>	ACCOUNTING <i>SAFOORA.P</i>
Friday 13-09-2018	COST ACCOUNTING <i>DIVYA NEETATH</i>	ACCOUNTING <i>SAFOORA.P</i>	HUMAN RESOURCES MANGEMENT <i>SREENIJA.M</i>
Monday 16-09-2018	MARKETING MANAGEMENT <i>MUJEEB.TP</i>	INCOME TAX <i>NIMISHA.N</i>	COST ACCOUNTING <i>DIVYA NEETATH</i>
Tuesday 17-09-2018	BASIC NUMERICAL SKILLS <i>FASEELA.P</i>	DERIVATIVES <i>RAIHANATH KAKKOTTIL</i>	MANAGERIAL ECONOMICS <i>MUHZINA.KM</i>




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Wednesday 18-09-2018	GST <i>MUNEER.M</i>	CORPORATE REGULATION <i>NISHATH.V</i>	MARKETING MANAGEMENT <i>MUJEEB.TP</i>
Thursday 19-09-2018	INCOME TAX <i>NIMISHA.N</i>	DERIVATIVES <i>RAIHANATH KAKKOTTIL</i>	BASIC NUMERICAL SKILLS <i>FASEELA.P</i>

FIRST SEMESTER BBA

INDUCTION SCHEDULE 2018 – 2019

	10am-11.30am	11.30am-1pm	2pm-4pm
Wednesday 11-09-2018	INCOME TAX <i>NIMISHA.N</i>	BANKING AND INSURANCE <i>ASHIDA AP</i>	REGULATION <i>NANDINI.PC</i>
Thursday 12-09-2018	ACCOUNTING <i>SAFOORA.P</i>	INCOME TAX <i>NIMISHA.N</i>	BASIC NUMERICAL SKILLS <i>FASEELA.P</i>
Friday 13-09-2018	HUMAN RESOURCES MANGEMENT <i>SREENIJA.M</i>	MANAGERIAL ECONOMICS <i>MUHZINA.KM</i>	BASIC NUMERICAL SKILLS <i>FASEELA.P</i>
	DERIVATIVES	ACCOUNTING <i>SAFOORA.P</i>	CORPORATE REGULATION <i>NISHATH.V</i>



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Monday 16-09-2018	RAIHANATH KAKKOTTIL		
Tuesday 17-09-2018	COST ACCOUNTING DIVYA NEETATH	GST MUNEER.M	DERIVATIVES RAIHANATH KAKKOTTIL
Wednesday 18-09-2018	ENTREPRENEURSHIP DEVELOPMENT JIII.TV	FUNDAMENTALS OF INVESTMENT BASIMA KOLAKKATILL	INCOME TAX NIMISHA.N
Thursday 19-09-2018	COST ACCOUNTING DIVYA NEETATH	ACCOUNTING SAFOORA.P	ENTREPRENEURSHIP DEVELOPMENT JIII.TV

COACHING FOR SUPPLEMENTARY EXAMINATIONS

Special coaching was given to final-year students writing the supplementary exams by faculty members so that they can clear the exam with confidence. The support was extended outside class hours in the months of December 2019- and January 2020-. Following are the subjects for which special coaching was provided during the year.

1. Income tax and GST
2. Financial services
3. Corporate accounting
4. Financial accounting



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EXPERIENTIAL LEARNING, EXTENSION, AND OUTREACH ACTIVITIES

TOPIC
1. Entrepreneurship and Innovation Workshop for Plus Two Commerce Students of IUHSS Parappur
2. Entrepreneurship and innovation, for Kudumbasree members, Kottakkal
3. Importance of Education
4. Women empowerment initiatives with reference to Cherukulamba ward ,kuruva panchayath
5. Career development program at Farook English Medium Higher Secondary Schools

TOPIC	OBJECTIVES
1. Entrepreneurship and Innovation Workshop for Plus Two Commerce Students of IUHSS Parappur	<ol style="list-style-type: none"> 1. To empower students with essential skills and knowledge in entrepreneurship 2. To foster innovative thinking among them 3. To inspire students to explore entrepreneurial opportunities and cultivate a mindset of innovation
2. Entrepreneurship and innovation, for Kudumbasree members, Kottakkal	<ol style="list-style-type: none"> 1. To educate Kudumbasree members on the principles of entrepreneurship and innovation 2. To gather data on the existing level of entrepreneurial activity and innovation within the community, encourage.



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	3. To inspire community members to initiate their own business ventures, and provide practical guidance on overcoming challenges faced by entrepreneurs.
3. Importance of Education	<ol style="list-style-type: none"> 1. Understanding the Value of Higher Education. 2. Exploring Diverse Higher Education Pathways. 3. Enhancing Skills and Competencies for Success.

- **CLASS ADJUSTMENT DURING FACULTY LEAVE**

The students were effectively engaged and continued their learning during the absence of regular faculty members. To ensure minimal disruption to the students' learning, the department adopted a comprehensive approach that involved engaging students with other qualified faculty members. Highly competent and experienced substitute faculties were assigned to conduct the classes during the leave period. The substitutes were well-versed in the subject matter and had a good understanding of the curriculum. During the faculty leave, students actively utilized various academic resources available in the department. They made extensive use of the digital library, accessing e-books, online journals, and research materials pertinent to their coursework. Students made frequent visits to the department's bookshelves, taking advantage of the diverse collection of question papers and reference materials.

- **STUDENT ATTENDANCE MONITORING AND MENTORING BY CLASS TEACHER**

The Department of commerce and management has implemented an efficient class monitoring system which involves regular assessments, class observations, and feedback sessions to gauge students' progress. The system ensures that student performance is closely monitored, and appropriate interventions are made when necessary.

Mentoring Program: The mentoring program in the commerce Department plays a crucial role in providing personalized guidance and support to students. Each advisor is assigned a group




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of students to mentor throughout the academic year. The mentors actively engage with their mentees, discussing their academic goals, strengths, and areas for improvement.

Tracking Leaves Taken by Students: The Department keeps a comprehensive record of leaves taken by students to monitor their attendance and identify patterns that may affect their academic performance. Early intervention measures are taken when students show a consistent pattern of absenteeism.

Connecting with Parents: Regular communication with parents is a key aspect of the mentoring program.

CURRICULAR, CO-CURRICULAR, EXTRA CURRICULAR, AND EXTENSION ACTIVITIES



C ZONE FIRST PRIZE IN KOLKALI ,SALMAN SABITH &TEAM



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DEPARTMENT OF COMMERCE AND MANAGEMENT

DEPARTMENT EXTENSION ACTIVITIES

2018-19

DEPARTMENT OF COMMERCE AND MANAGEMENT

SL.No	Year	Date, Month	Semester	No: Of Students	Venue	Beneficiaries	Extention Activty
1	2018	20 June	Fifth Semester	27	Cherukulamba Ward, Kuruva Panchayat	Kudumbasree unit, Cherukulamba ward, Kuruva Panchayat	Women empowerment initiatives
2	2018	3 September	Third Semester	27	IUHSS, PARAPPUR	Plus Two commerce students	Entrepreneurship and Innovation workshop
3	2018	27 December	First Semester	27	Ward 30 Kottakkal	Kudumbasree members, Kottakkal	Entrepreneurship and Innovation
4	2019	10 January	Fourth Semester	31	Tirunavaya panchayath, kottakkal	Shop owners in Tirunavaya panchayath	Usage of Ebanking facility among shop owners in Tirunavaya panchayath.
5	2019	05 March	Second Semester	25	3 rd ward kottakkal lity	Students of guide college, tirur	Importance of education




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1. Women Empowerment Initiatives with Special Reference to Cherukulamb, Kuruva Panchayat

The study titled "Women Empowerment Initiatives with Special Reference to Cherukulamb, Kuruva Panchayat" examines the transformative journey of women empowerment, focusing on dismantling gender-based barriers and promoting equal opportunities. It highlights the importance of providing women with access to education, healthcare, and economic opportunities, enabling them to make informed choices and participate fully in various spheres of life. The study delves into the specific initiatives within the Kuruva Panchayat, particularly a Kudumbashri unit in Cherukulamb, assessing their impact against the socioeconomic backdrop of the area. The objectives include analysing the awareness levels about women empowerment, identifying specific programs for women, examining barriers to progress, and evaluating factors affecting development and satisfaction. Through surveys, interviews, and data analysis, the study explores the nuances of the Kudumbashri unit's involvement, highlighting success stories and challenges. The impact assessment focuses on economic, social, and educational dimensions to provide a comprehensive understanding of the initiatives' effectiveness. **Strengthening Voices: Women Empowerment Initiative Inspires and Unites.**

Outcome : The study on women empowerment initiatives in Cherukulamb, Kuruva Panchayat showcases significant strides in dismantling gender barriers and enhancing women's access to education, healthcare, and economic opportunities. Through detailed analysis, it underscores successes and challenges within the Kudumbashri unit, providing insights into its impact on socioeconomic development and women's empowerment in the region.



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Strengthening Voices: Women Empowerment Initiative Inspires and Unites.



Kudumbashree Members Engaged in Learning During the Class




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2. ENTREPRENEURSHIP AND INNOVATION WORKSHOP FOR PLUS TWO COMMERCE STUDENTS., Reference to IUHSS Parappur

On September 3, 2018, the Department of Commerce at Farook Arts and Science College, in collaboration with IUHSS Parappur, organized an Entrepreneurship and Innovation Workshop for Plus Two Commerce students. The workshop aimed to empower students with essential entrepreneurial skills and foster innovative thinking through interactive sessions and practical exercises. Activities included an introduction to entrepreneurship, exploration of business ideas, innovation techniques, guest speaker sessions, interactive workshops, and networking opportunities. Renowned entrepreneurs shared their success stories, and students engaged in hands-on activities such as business model creation and prototype building. The workshop successfully increased awareness and understanding of entrepreneurship, enhanced creativity and problem-solving skills, and encouraged students to pursue entrepreneurial ventures. Positive feedback from participants highlighted the engaging nature of the event, which established a platform for ongoing mentorship and support. This initiative significantly contributed to the holistic development of students, equipping them to navigate the dynamic business landscape.

Outcome : The Entrepreneurship and Innovation Workshop at Farook Arts and Science College empowered Plus Two Commerce students with essential entrepreneurial skills and fostered innovative thinking through engaging sessions and practical activities. Participants gained heightened awareness of entrepreneurship, enhanced creativity, and readiness to pursue entrepreneurial ventures, marking the workshop's success in preparing students for dynamic business environments.




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Students Attentively Observing a Program on Entrepreneurship and Innovation.



Students attending workshop



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3. EXTENSION ACTIVITY FOCUSING ON ENTREPRENEURSHIP AND INNOVATION WAS CONDUCTED AT THOKKAMPARA

During the 2018-19 academic year, an extension activity focusing on entrepreneurship and innovation was conducted at Thokkampara, Kudumbasree in Ward 30 of Kottakkal Municipality. Fifteen BBA students participated in the program, which aimed to equip Kudumbasree members with the knowledge and skills to develop entrepreneurial ventures. The objectives included educating participants on entrepreneurship principles, gathering data on the community's entrepreneurial activity, inspiring new business ventures, and providing practical guidance on overcoming entrepreneurial challenges. The comprehensive class covered the significance of entrepreneurship, types of entrepreneurs, the importance of innovation, and steps to start a business, including idea generation and market research. The session also highlighted the role of entrepreneurship and innovation in economic development, job creation, and community empowerment. The activity successfully engaged Kudumbasree members and provided valuable insights into the community's entrepreneurial landscape, emphasizing the need for continued support and education. Recommendations for follow-up include advanced training workshops, mentorship programs, access to financial resources, and ongoing community engagement to foster sustained growth and prosperity.

Outcome : The entrepreneurship and innovation program at Thokkampara, Daliya Kudumbasree empowered BBA students and community members to explore entrepreneurial ventures, fostering economic development and community empowerment through practical education and engagement. Participants gained essential skills in business development, highlighting the program's success in inspiring new ventures and addressing local entrepreneurial challenges.



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“Empowering Kudumbashree Women: Unlocking Potential through Entrepreneurship and Innovation.”



Kudumbashree members making paper bag



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4. Educating E-Banking Facilities Among Shop Owners in Tirunavaya Panchayath.

On 10th January 2019, a comprehensive extension activity was conducted involving 4th-semester commerce students to evaluate the usage of e-banking facilities among shop owners in Tirunavaya Panchayat. The primary objective was to assess the level of awareness, extent of adoption, and challenges faced by local businesses in utilizing e-banking services. Additionally, the activity aimed to educate shop owners on security-related matters to enhance the safe use of these services. The study focused on ten randomly selected shops within Tirunavaya Panchayat, employing structured interviews and questionnaires for data collection. The parameters assessed included awareness levels, frequency of e-banking usage, types of services employed, perceived benefits, and the challenges encountered by shop owners. Findings revealed that while a majority of shop owners were aware of e-banking facilities, their adoption in daily transactions was relatively low. The primary barriers identified were a lack of trust in the security of online transactions and inadequate knowledge of the various e-banking services available. The study also uncovered a need for further education on the benefits and security measures of e-banking to improve its usage.

Based on these findings, students provided targeted suggestions to shop owners, emphasizing the importance of secure practices and the potential advantages of e-banking in streamlining business operations. This activity not only benefited the shop owners but also enriched the students' understanding of real-world business challenges in the digital age.

Outcome: The extension activity resulted in increased awareness and understanding of e-banking services among shop owners in Tirunavaya Panchayat, leading to improved adoption and safer usage practices.




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Students empowering shop owners and staffs with modern banking tools.




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5. Importance of higher education, special reference to Guide college Tirur

On 5th March 2019, a significant extension activity was conducted at Kottakkal Farook Arts and Science College, in collaboration with Guide College Tirur. The event, aimed at emphasizing the importance of higher education, involved the participation of 50 students from Guide College Tirur and 10 BCom students from the host institution. This initiative was designed to provide practical insights into the various advantages of pursuing higher education, with a particular focus on fostering academic and social skills. The extension activity served as an interactive platform where students from diverse academic backgrounds could engage in meaningful discussions and knowledge sharing. The BCom students from Kottakkal Farook Arts and Science College played a crucial role as mentors, offering their experiences and guidance to their peers from Guide College Tirur. This mentorship component not only enriched the learning experience for the visiting students but also allowed the BCom students to develop their leadership and communication skills.

The event highlighted the numerous benefits of higher education, such as enhanced critical thinking, better career opportunities, and personal growth. Students were encouraged to view higher education as a vital tool for achieving their goals and contributing to society. Through practical demonstrations and discussions, the importance of bridging the gap between theoretical knowledge and real-world application was emphasized. Moreover, the activity fostered a sense of community and collaboration among students from both institutions. By working together towards common goals, they developed teamwork, problem-solving, and networking skills that are essential for their future careers. The interaction with faculty members, industry experts, and peers also provided valuable networking opportunities, further reinforcing the significance of higher education in their lives.

This extension activity successfully conveyed the importance of higher education, inspiring students to pursue academic excellence and prepare for their future careers.

Outcome : The extension activity successfully inspired students from Guide College Tirur to recognize the importance of higher education, while also enhancing their academic, social, and networking skills through interactive learning and mentorship.




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Students Engaged as the Extension Coordinator Highlights the Importance of Education.




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