

# **SREE NARAYANA COLLEGE CHEMPAZHANTHY**

Thiruvananthapuram, Kerala, South India – 695 587  
Affiliated to the University of Kerala.  
[www.sncollegechempazhantny.ac.in](http://www.sncollegechempazhantny.ac.in)

## **ANNUAL QUALITY ASSURANCE REPORT**

**For the period 2013-14**



**SUBMITTED TO**



**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

*An Autonomous Institution of the University Grants Commission*

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

## *Contents*

### *Part – A*

1. Details of the Institution	.....	3
2. IQAC Composition and Activities	.....	5

### *Part – B*

3. Criterion – I: Curricular Aspects	.....	8
4. Criterion – II: Teaching, Learning and Evaluation	.....	9
5. Criterion – III: Research, Consultancy and Extension	.....	12
6. Criterion – IV: Infrastructure and Learning Resources	.....	16
7. Criterion – V: Student Support and Progression	.....	18
8. Criterion – VI: Governance, Leadership and Management	.....	21
9. Criterion – VII: Innovations and Best Practices	.....	24
Annexure – I Academic Calendar	.....	27
Annexure – II Analysis of Feedback from all Stakeholders	.....	28
Annexure – III Best Practice of the Institution	.....	29

# The Annual Quality Assurance Report (AQAR) of the IQAC for the period 2013-2014

## Part – A

### 1. Details of the Institution

**1.1 Name of the Institution** **SREE NARAYANA COLLEGE**

**1.2 Address Line** **CHEMPAZHANTHY**

Address Line 2 **CHEMPAZHANTHY P.O**

City/Town **THIRUVANANTHAPURAM**

State **KERALA**

Pin Code **695587**

Institution e-mail address **snc.org@gmail.com**

Contact Nos. **0471-2592077, 2596629**

Name of the Head of the Institution: **Dr. M DEVAKUMAR**

Tel. No. with STD Code: **0471-2592077**

Mobile: **9495392030**

Name of the IQAC Co-ordinator: **Dr.REENA RAVINDRAN**

Mobile: **9349321464**

IQAC e-mail address: **sncaqar2014@gmail.com**

**1.3 NAAC Track ID** **KLCOGN 11324**

**1.4 Website address:** **www.sncollegechempazhanty.ac.in**

### 1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B+	78.90	2004	5 years

**1.6 Date of Establishment of IQAC :** **02/07/2002**

**1.7 AQAR for the year****2013-14****1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC**

- i AQAR 2012-2013 submitted to NAAC on 05/05/2014
- ii AQAR 2011-2012 submitted to NAAC on 29/12/2012
- iii AQAR 2010-2011 submitted to NAAC on 29/12/2012
- iv AQAR 2009-2010 submitted to NAAC on 29/12/2012

**1.9 Institutional Status**

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

Financial Status Grant-in-aid  UGC 2(f)  UGC 12B

Grant-in-aid + Self Financing  Totally Self-financing

**1.10 Type of Faculty/Programme**

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

### 1.11 Name of the Affiliating University (*for the Colleges*)

### 1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University	<input type="text" value="No"/>		
University with Potential for Excellence	<input type="text" value="No"/>	UGC-CPE	<input type="text" value="No"/>
DST Star Scheme	<input type="text" value="No"/>	UGC-CE	<input type="text" value="No"/>
UGC-Special Assistance Programme	<input type="text" value="No"/>	DST-FIST	<input type="text" value="Yes, for Dept of Chemistry"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other ( <i>Specify</i> )	<input type="text"/>
UGC-COP Programmes	<input type="text"/>		

## 2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="10"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="1"/>
2.3 No. of students	<input type="text" value="3"/>
2.4 No. of Management representatives	<input type="text" value="2"/>
2.5 No. of Alumni	<input type="text" value="-"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="2"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="0"/>
2.8 No. of other External Experts	<input type="text" value="-"/>

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No.  Faculty   
Non-Teaching Staff  Students  Alumni  Others

2.12 Has IQAC received any funding from UGC during the year? Yes  No   
If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC.

Total Nos.  International  National  State  Institution Level

(ii) Themes **Mentoring- An initiative to develop better leadership traits among young faculty members.**

**2.14 Significant Activities and contributions made by IQAC**

Initiated ‘**Scholar Support Programme**’ of the Higher Education Department.

An innovative program “**Mentoring**” for empowering faculty members to develop better leadership traits.

“**We R with U**” a department wise fund-raising programme to help their peers in need of books, dress etc.

“**Sampark**” consultancy service provided by faculty members to other teaching and non-teaching organisations.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year \*

No.	Action plan	Achievements
-----	-------------	--------------

1.	Ensure timely conduct & evaluation of all internal Examinations.	The following students secured top positions in the final semester exams of Kerala University. Psychology I Position Abhilash V.L Geology II Position Asha G Gopal III Position GeethuLakshmi.C Sociology II Position Arya Gopinath G.M
2.	PTA meetings to discuss matters with parents & students.	
3.	Remedial classes for needy students.	
4.	More teachers to take up externally funded projects.	Five Minor Research Projects were sanctioned by UGC.
5.	Allow teachers to present their research findings in national/international seminars/conferences	8 papers published in international Journals. 47 papers were presented in various seminars/conferences. Three paper presentations won Best paper awards.
6.	To maintain campus cleanliness.	Campus was maintained "Litter-free". Waste bins installed at various places.
7.	Assist students to involve in more extension activities	Students actively participated in all club activities. About 50 extension activities were carried out by our students within the campus and outside.
8.	Encourage more participation of students in extra-curricular activities & sports.	Participated and won prizes in various Quiz competitions within and outside campus. Won two prizes in the Kerala University Youth festival. (Akhil DT-III Place in Poster Designing & Jeevan Jayanth- II Place in Wind Instrument). Won 9 medals in National Championships.
9.	To create awareness of Institutional Social responsibility.	Various activities were carried out by clubs, forums NSS & NCC highlighting social responsibility of students and college.

*\* Attach the Academic Calendar of the year as Annexure.*

2.15 Whether the AQAR was placed in statutory body Yes  No

Management  Syndicate  Any other body  **College Council**

Provide the details of the action taken

- Remedial coaching to weak students.
- Maintaining the campus clean & green.
- Extension activities to extend beyond campus.
- To improve the infrastructure facilities in the library.

## Part – B

### Criterion – I

#### 1. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	2		0	0
PG	2	1	0	0
UG	13		0	0
PG Diploma	0		0	0
Advanced Diploma	0		0	0
Diploma	0		0	0
Certificate	0		0	0
Others	0		0	0
<b>Total</b>	17	1	0	0
Interdisciplinary				
Innovative				

##### 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

All the 13 UG courses follow Choice Based Credit & Semester System with Core and Complementary Subjects. The 5<sup>th</sup> and 6<sup>th</sup> semesters offer Open Course & Elective Course respectively.

All the three PG courses follow Semester System.

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	UG - 13 courses & PG-3 courses
Trimester	
Annual	

**1.3 Feedback from stakeholders\*** Alumni  Parents  Employers  Students   
(On all aspects)

Mode of feedback : Online  Manual  Co-operating schools (for PEI)

*\*Please provide an analysis of the feedback in the Annexure*



1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

**Yes, Revision of UG & PG syllabi w.e.f 2013 admissions**

1.5 Any new Department/Centre introduced during the year. If yes, give details.

**The Department of English was elevated to PG Department during 2013-14**

## Criterion – II

### 2. Teaching, Learning and Evaluation

**2.1 Total No. of permanent faculty**

Total	Asst. Professors	Associate Professors	Professors	Others
74	25	49	nil	nil

**2.2 No. of permanent faculty with Ph.D.**

44
----

**2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year**

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-	-	-	-	-	-	--	--	--	-

**2.4 No. of Guest and Visiting faculty and Temporary faculty**

<b>3</b>	nil	nil
----------	-----	-----

**2.5 Faculty participation in conferences and symposia:**

No. of Faculty	International level	National level	State level
Attended	7	23	15
Presented papers	18	29	
Resource Persons	2	9	5

**2.6 Innovative processes adopted by the institution in Teaching and Learning:**

**Micro-teaching by PG students.  
Advanced learners helping slow learners.**

**2.7 Total No. of actual teaching days during this academic year**

195
-----

**2.8 Examination/ Evaluation Reforms initiated by the Institution** (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

<b>Double evaluation</b>
--------------------------

**2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development**

26		
----	--	--

as member of Board of Study/Faculty/Curriculum Development workshop

**2.10 Average percentage of attendance of students**

<b>90</b>
-----------

**2.11 Course/Programme wise distribution of pass percentage :**

Title of the Programme	Total no. of students appeared	Course Pass* (Semester 1 – VI) with no. of students in each grade*							
		A <sup>+</sup>	A	B <sup>+</sup>	B	C <sup>+</sup>	C	D	Pass %
B.Sc Mathematics	31	0	3	17	4	3	0	4	87.00
B.Sc Physics	28	0	3	16	6	1	0	0	92.85
B.Sc Chemistry	32	0	1	7	7	1	0	0	50.00
B.Sc Botany	28	0	0	13	6	4	0	0	82.00
B.Sc. Zoology	30	0	1	8	7	7	0	0	76.00
B.Sc. Geology	27	0	2	7	13	2	0	0	89.00
B.A. English	48	0	5	10	21	6	0	0	87.50
B.A. History	51	0	0	7	16	12	1	0	70.60
B.A. Economics	52	0	0	0	14	18	1	19	63.46
B.A. Politics	43	0	0	1	8	20	2	0	72.00
B.A. Sociology	40	0	1	1	18	9	0	0	72.50
B.A. Psychology	24	0	1	7	4	2	0	0	58.33
B.Com.	39	0	4	19	8	5	0	0	92.31
<b>PG Results</b>									
	No. appeared	No. passed	I Class	II class	III				
M.A. History	10	9	3	5	1				90.00
M.Sc. Chemistry	13	8	12	0					61.53

**2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :**

- Ensuring the effective conduct of internal examinations and publication of results.
- Teacher evaluation by students.
- Conducting PTA meetings regularly.
- Scholar Support Programme initiated for the benefit of weak students.
- Remedial coaching given for needy students.

### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	1. Smt Lekshmipriya P.S, Dept of English 2. Smt Bijila B.R. Dept of Mathematics 3. Smt M.S Vidia Panicker. Dept of Zoology 4.Smt N.R Vineetha Dept of Political Science.
UGC – Faculty Improvement Programme	Nil
HRD programmes	Nil
Orientation programmes	Smt. Julie P.S, Dept of English
Faculty exchange programme	Nil
Staff training conducted by the university	Nil
Staff training conducted by other institutions	Nil
Summer / Winter schools, Workshops, etc.	Smt Raji Raveendran, Dept of Economics
Others	‘Workshop on Higher Education’.

### 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	14	3	0	0
Technical Staff	15	0	0	0

## Criterion – III

### 3. Research, Consultancy and Extension

#### 3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution.

- More teachers encouraged to apply for externally funded projects.
- Teachers were allowed to participate & present papers in seminars and conferences.
- Fostering Scientific Temper among students by celebrating days with scientific importance.
- Qualified teachers are encouraged to take up research guideship and research guides are encouraged to register more scholars under their guideship.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	One	One	Nil	Nil
Outlay in Rs. Lakhs	7.2 lakhs	6.32 lakhs		

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		4	5	2
Outlay in Rs. Lakhs		4.90 lakhs	6.89 lakhs	4.00 lakhs

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	8		
Non-Peer Review Journals			10
e-Journals			
Conference proceedings	17	30	

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

#### 3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations.

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2012-2014	UGC	6.32	6.32
Minor Projects	2013-2016	UGC	6.89	4.84
Interdisciplinary Projects				
Industry sponsored				

Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

**3.7 No. of books published** i) With ISBN No.  Chapters in Edited Books

ii) Without ISBN No.

**3.8 No. of University Departments receiving funds from**

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds

**3.9 For colleges**

Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

**1, DST-FIST  
for Dept of  
Chemistry**

**3.10 Revenue generated through consultancy**

**3.11 No. of conferences**

**organized by the Institution**

Level	International	National	State	University	College
Number					<b>3</b>
Sponsoring agencies					

- The college organised a multidisciplinary seminar series, 'Spectrum-2014' during 17-21 March 2014, sponsored by PTA, in which 14 invited talks by eminent academicians and 51 paper presentations by students took place.
- Seminar on 'Electoral reforms: Challenges ahead' in association with Indian Institute of Public Administration-Kerala Regional Branch.
- Seminar on 'Humanism and Brotherhood of man in the teachings of Swami Vivekananda' in association with Dept of Sports and Youth Affairs, Govt. of Kerala, NSS Cell, University of Kerala & Sree Ramakrishna Mission.

**3.12 No. of faculty served as experts, chairpersons or resource persons**

**3.13 No. of collaborations**

International  National  Any other

**3.14 No. of linkages created during this year : One**

**3.15 Total budget for research for current year in lakhs :**

From Funding agency  From Management of University/College   
Total

**3.16 No. of patents received this year**

Type of Patent		Number
National	Applied	nil
	Granted	
International	Applied	nil
	Granted	
Commercialised	Applied	nil
	Granted	

**3.17 No. of research awards/ recognitions received by faculty and research fellows  
Of the institute in the year**

Total	International	National	State	University	Dist	College
Nil						

**3.18 No. of faculty from the Institution  
who are Ph. D. Guides  
and students registered under them**

**3.19 No. of Ph.D. awarded by faculty from the Institution**

**3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)**

JRF  SRF  Project Fellows  Any other

**3.21 No. of students Participated in NSS events:**

University level  State level   
National level  International level

**3.22 No. of students participated in NCC events:**

University level  State level   
National level  International level

**3.23 No. of Awards won in NSS:**

University level	<input type="text" value="nil"/>	State level	<input type="text" value="nil"/>
National level	<input type="text" value="nil"/>	International level	<input type="text" value="nil"/>

**3.24 No. of Awards won in NCC:**

University level	<input type="text" value="nil"/>	State level	<input type="text" value="nil"/>
National level	<input type="text" value="nil"/>	International level	<input type="text" value="nil"/>

**3.25 No. of Extension activities organized**

University forum	<input type="text"/>	College forum	<input type="text" value="12"/>	
NCC	<input type="text" value="3"/>	NSS	<input type="text" value="25"/>	Any other <input type="text"/>

**3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility**

- Anti drug Campaign on 29 November 2013.
- The college contributed fund to Sree Narayana Gurukulam, to feed the pilgrims during the days of Sivagiri Pilgrimage. Students also volunteered to serve the pilgrims visiting Gurukulam on these days.
- Students collected funds to help underprivileged & terminally ill people in the nearby community under the initiative 'Any Body Can Do' (ABCD) .
- Voluntary Blood donation camp and preparation of a directory of Blood donors.
- A training class on 'Mushroom Cultivation' by Nature club.

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	30 acres			
Class rooms	31	1	Management	
Laboratories	10			
Seminar Halls	2			
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	nil			
Value of the equipment purchased during the year (Rs. in Lakhs)	--			
Others	--			

#### 4.2 Computerization of administration and library

- Internet access in library.
- Internet access in College office for communicating with University & UGC.
- Examination wing is fully computerised.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	34385		415		34800	
Reference Books	1043		21		1064	
e-Books						
Journals	11	25000/-			11	
e-Journals						
Digital Database						
CD & Video	14				14	
Others (specify)	17	6097/-			17	



#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	45	2	2	1	1	1	17	
Added	2		3					
Total	47	2	5	1	1	1	17	

#### 4.5 Computer, Internet access, training to teachers and students and any other programme for technology Upgradation. (Networking, e-Governance etc.)

- Internet access in all departments.
- Training given to office staff to prepare salary bill through 'SPARK'.
- Training given to fresh teachers to upload internal marks in the university examination website.
- I UG and I PG students were given training to use University website effectively for uploading & verification of internal marks and results.

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	0.20
ii) Campus Infrastructure and facilities	1.47
iii) Equipments & chemicals	2.77
iv) Others	0.75
<b>Total :</b>	<b>5.19</b>

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Details of Student Support Services are updated in the college calendar every year.
- New comers get awareness about Student Support Services through “**Know Your College**” programme.
- Announcement of various scholarships and schemes through public address system and through notice boards.

#### 5.2 Efforts made by the institution for tracking the progression

Tutors evaluate teaching –learning process and thereby assess progression of each student.

Group tutors collect details of students joining various courses after study.

Students enrol in Alumni of the college/department and keep in touch with the tutor/faculty for further guidance in their career.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1696	62	7	Nil

#### (b) No. of students outside the state

nil
-----

#### (c) No. of international students

nil
-----

Men	No	%	Women	No	%
	562	33.13		1134	66.86

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
635	259	8	788	3	1690	514	267	13	902	0	1696

Demand ratio 1: 40

Dropout % = 5%

#### 5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- Competitive books on UGC-NET exams, PSC exams & Civil Service exams were given to interested students through Department Libraries and General library.
- Career guidance Cell of the college gives training on personality development and soft-skill development and thereby prepare them with employable skills.

No. of students beneficiaries

Several

### 5.5 No. of students qualified in these examinations

NET	1	SET/SLET	--	GATE	-	CAT	-
IAS/IPS etc	--	State PSC	--	UPSC	--	Others	Data Incomplete

### 5.6 Details of student counselling and career guidance

- A career guidance cell functions in the college.
- Career related News appearing in dailies are displayed in notice boards in the library and in the campus.
- Counselling given to needy students by the faculty of the Department of Psychology.

No. of students benefitted

290

### 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
nil	nil	nil	37

### 5.8 Details of gender sensitization programmes

- Activities of Women's studies unit was focussed upon the theme 'Women & Activism'.
- One day workshop on "Self Defense".
- One day workshop on "Womens Writing" on the occasion of International Women's day.

### 5.9 Students Activities

#### 5.9.1 No. of students participated in Sports, Games and other events

State/ University level

35

National level

35

International level

1

No. of students participated in cultural events

State/ University level  National level  International level

**5.9.2 No. of medals /awards won by students in Sports, Games and other events**

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

**5.10 Scholarships and Financial Support**

	Number of students	Amount
Financial support from institution		
Financial support from government	38	
Financial support from other sources		
Number of students who received International/ National recognitions	nil	

**5.11 Student organised / initiatives**

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

**5.12 No. of social initiatives undertaken by the students**

**5.13 Major grievances of students (if any) redressed:**

- Uninterrupted water supply to all departments.

## Criterion – VI

### 6. Governance, Leadership and Management

#### 6.1 State the Vision and Mission of the institution

The institutions vision is embodied in the exhortation of the Sree Narayana Guru: “Realise Emancipation through Education”.

Our Mission is to make the students skillful, competent in diverse fields of knowledge and activity, and to make them adaptive and broadminded, so that they would not face any friction in becoming compatible to the drastically and swiftly changing life situations.

#### 6.2 Does the Institution has a management Information System

No
----

#### 6.3 Quality improvement strategies adopted by the institution for each of the following:

##### 6.3.1 Curriculum Development

Ten teachers of the college participated in the two day workshop on UG syllabus revision conducted by the University of Kerala in March

##### 6.3.2 Teaching and Learning

The college level monitoring committee (CLMC) through the Department level monitoring committee (DLMC) ensures effective teaching and learning. The tutorial system functions effectively for the Holistic development of the student.

“Scholar Support Programme”, a programme of the Department of Higher Education was initiated in the college in February 2014.

##### 6.3.3 Examination and Evaluation

All internal examinations were carried out as per schedule. Re-tests were given to poor performers and to absentees. Knowledge and skills developed at various levels of the programme were assessed and proper remedial coaching given.

##### 6.3.4 Research and Development

Research committee motivates teachers to participate and present their work in seminars and conferences. Many teachers have minor research projects of UGC. Research Scholars are also encouraged to take part in seminars and present their research works. 51 students presented papers in “Spectrum 2014”, a multidisciplinary seminar series of our college. Seven faculty members were awarded Ph.D degrees. Two faculty members produced 4 Ph.Ds in Chemistry during this year.

The College releases a biannual multidisciplinary Research journal LOGOS (ISSN 2349-3836). The research Department of History releases a journal HISTORIA for publication of research findings.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

Internet café in the library was revamped.

More shelves and tables purchased in library.

Bar coding of books.

### 6.3.6 Human Resource Management

Four teachers attended refresher courses and two attended orientation courses. Leadership quality of young teachers were boosted by assigning convener/coordinator positions of clubs and committees.

### 6.3.7 Faculty and Staff recruitment

No permanent posts were filled this year. Meritorious candidates were selected as guest lecturers through interviews for filling up temporary vacancies.

### 6.3.8 Industry Interaction / Collaboration

M.Sc Chemistry students carried out project works in collaboration with VSSC , English India Clays & Ayurveda Research Centre. Two students were awarded the TATA CSIR-OSDD scholarship for their project work.

### 6.3.9 Admission of Students

Online admission procedure for all courses through University Admission window as per University norms.

Seats under Management quota were filled on merit basis.

**6.4 Welfare schemes  
for**

Teaching	Mutual Benefit schemes, personal loans, house loans, medical reimbursement
Non teaching	Personal loans, house loans, medical reimbursement
Students	Fee concession, scholarships, merit awards, accident insurance coverage by university.

**6.5 Total corpus fund generated**

Nil

**6.6 Whether annual financial audit has been done**

Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		Yes	IQAC & Management
Administrative		AG's Office	Yes	

### 6.8 Does the University/ Autonomous College declares results within 30 days? NA

For UG Programmes      Yes  No

For PG Programmes      Yes  No

### 6.9 What efforts are made by the University/ Autonomous College for Examination Reform NA

### 6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

NA

### 6.11 Activities and support from the Alumni Association

Alumni meetings were held by Departments of Physics, Political Science, Sociology, Psychology & History.

The Alumni association 'CHESNA' of the college participated in various activities and distributed study materials to needy students.

### 6.12 Activities and support from the Parent – Teacher Association

- Electrification of class rooms, Revamping of internet café, Financing the annual multidisciplinary seminar series "Spectrum 2014".
- TA given to students representing the college in various programmes outside the campus.
- Financed the participation of students in the university youth festival. Purchase of library books, chemicals for lab purpose, expenses of internal examinations.
- Fencing of college garden, construction of new toilet in the Dept of Malayalam,

### 6.13 Development programmes for support staff

- Incentives given for the help rendered on the occasion of major functions/events.
- Festival allowance given.
- Granting Sick leave and salary advance from PTA in exigencies.

#### 6.14 Initiatives taken by the institution to make the campus eco-friendly

- Green Campus programme initiated by NSS unit.
- 100 medicinal plants planted in the campus under “Nammude Maram” programme.
- Rain water harvesting.
- Campus is maintained plastic & Litter free.

### Criterion – VII

#### 7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

**Mentoring** : A program conducted by the college Principal twice a year ,compulsory for all Asst Prof and optional for Assoc Prof. Emphasis on developing better leadership ,communication and clarifications to administrative queries. This empowers faculty members to develop better leadership traits.

**Spandanam** : A training program to empower teaching faculty to identify students with difficulties, psychological or physical. Primary referral to the College Counseling Centre. Secondary referral to Trivandrum Medical College with Parental support.

**Anubhavam** : A program in which faculty member who have gone for training programs share their knowledge with peers.

**Clean Campus:** A monthly departmental cleaning program by students to motivate them in keeping the campus clean.

**Living Well:** A program to promote better health and keep a vigil on the use of alcohol and drugs amongst students, with the help of student volunteers.

**Inspire** :An R & D support cell to assist teachers in taking up research projects and collaborative work.

**Marg Drashan** is a program conducted by the top management at the end of an academic year to get feedbacks from teachers on academic, general discipline and infrastructural issues. This helps them to take corrective measures for the next academic year.

**Gleanings:** A program conducted at the end of every semester wherein teachers of that semester share success and failure experiences in teaching method. Innovative methods evolve from these sessions which lead to constant internal quality improvement in teaching.



**7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year**

- Tutors were assigned the charge of monitoring the teaching learning outcomes and progression of students.
- Reports of all PTA meetings were collected and effective measures taken, as required.

**7.3 Give two Best Practices of the institution** *(please see the format in the NAAC Self-study Manuals)*

- SPECTRUM – A unique multidisciplinary seminar series.
- Realizing the value of universal brotherhood through social service.

*\*Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

**7.4 Contribution to environmental awareness / protection**

- Nature/Eco club held discussions on topics related to ‘biodiversity conservation and environmental awareness’. Medicinal Plants were planted. Bio diverse saplings were planted under the ‘Star-tree Grove’ project.
- Measures were undertaken to minimize wastage of water and misuse of electricity.
- NSS volunteers help in maintaining the campus plastic free.

**7.5 Whether environmental audit was conducted?**

Yes  No

**7.6 Any other relevant information the institution wishes to add.** (for example SWOT Analysis)

These are the shortcomings to be overcome in the coming year.

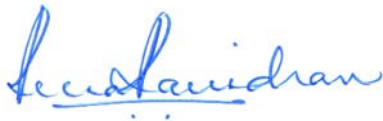
- More PG courses to be introduced.
- Library facilities to be modernised.
- More Extension activities highlighting institutional social responsibilities to be taken up.
- Career development cell to function more effectively.
- To provide counselling to needy students to overcome exam related fears and to study effectively.
- To improve the general infrastructure of the college.

## 8. Plans of institution for next year

Along with overcoming the shortcomings, the institution plans to

- Improve infrastructural facilities in the library.
- To construct a new Building Block to overcome space constrains.
- To concentrate more on Research Consultancy & Extention .
- To bring innovations in the Teaching-learning process.

Name **Dr. Reena Ravindran**



\_\_\_\_\_  
*Signature of the Coordinator, IQAC*

Name **Dr.L.Thulaseedharan**



\_\_\_\_\_  
*Signature of the Chairperson, IQAC*

\_\_\_\_\_\*\_\*\_\*\_\_\_\_\_  
\*\*\*

**UNIVERSITY OF KERALA****Academic Calendar for 2013-14****Arts and Science Colleges**

Calendar showing the academic events for the year 2013-14  
for all the Arts and Science Colleges affiliated to the University

<b>Period</b>	<b>Events/Holidays/Important days</b>	<b>Working days</b>	
03- June, 2013 to 13- Sept. 2013	Onam Holidays 14.09.2013 to 22.09.2013	June	20
	(Colleges close for Onam Holidays on 13.09.2013 evening and Re-open on 23.09.2013)	July	23
		August	17
		September	10
		Total working days	70
23-September, 2013 to 20- December, 2013	Christmas Holidays from 21.12.2013 to 29.12.2013	Working days	
	(Colleges close for 'X' mas Holidays on 20.12.2013 evening and Re-open on 30.12.2013)	September	6
		October	20
		November	20
		December	15
		Total working days	61
30 December, 2013 to 31-March, 2014	Summer Holidays from 31/03/2014 to 01.06.2014	Working days	
	(Colleges close for Mid Summer Vacation on 31.03.2014 evening- Vacation from 01.04.2014 to 01.06.2014)	December	2
		January	22
		February	19
		March	21
		Total working days	64
<b>Total Number of Working days in the Academic Year</b>			<b>195</b>

*Note:- New academic session (2014-15) will begin on 02.06.2014 (Monday)*

**REGISTRAR**

## Annexure II

### Analysis of Feedback from all stakeholders

1. Feedback is collected from parents and all students of UG/PG classes every semester.
2. About 90% of the parents are satisfied with the teaching standards of the college and are of the opinion that the college inculcates ethical values and strives for excellence in curricular and co-curricular activities.
3. Majority of the students (75-80%) are not satisfied with the general infrastructural facilities of the college.
4. Almost all (90-95%) stakeholders agreed that the college helps in developing social consciousness among the students through its extension activities.
5. 70% of the boys demand the support and encouragement of all stakeholders for the promotion of all sport events.
6. All stakeholders feel that the students are safe in the college campus and assess the overall activities of the college to be good.

The suggestions put forward are:

1. Start PG courses in all disciplines.
2. Career Cell to function effectively and help students identify job opportunities.
3. To establish Language lab and to give soft skill training so as to improve the employability of students.
4. Rest rooms and toilets to be maintained properly.
5. Minimize interference of campus politics in academic matters.
6. Ensure participation of all students in extension activities.
7. Improve the general infrastructural facilities of the college.

## Annexure III

### Best Practices of the Institution

#### Best Practice 1

**Title of the practice** - SPECTRUM - A unique multidisciplinary seminar series.

**Objective:** To provide a platform for the students and research scholars of our college to interact with and to present research papers before eminent personalities in the field of Science, Arts, Literature, Social sciences, Economics, Commerce etc.

**The context:** Curriculam based seminars in class rooms does not fully equip our students to overcome their difficulties in communication and presentation skills and does not give an exposure to advanced areas of study. They reach higher programmes of study without knowledge of emerging areas in their disciplines which often results in wrong choice of a course. Offering a platform for students to interact with scholars will provide them an opportunity to know more about recent developments in their field of study. Students also learn the various aspects needed for an effective presentation from these eminent speakers.

**The Practice:** “Spectrum” is an annual multidisciplinary seminar series conducted by the college since 2004. Each session of spectrum is graced by an eminent personality. Students of each department are given a chance to present a topic of their interest before the invited guest. For this they are given proper guidance and help by the teachers of the concerned departments. The deliberations by the invited personalities also give an exposure to the emerging areas of study in each discipline. This academic endeavour promotes the scholastic aptitude of students and teachers alike and is in obeisance to the revolutionary call by the great saint Sree Narayana Guru for “Liberation through Education”.

**Evidence of Success:** The whole-hearted participation by teachers, research scholars and students alike, shows the success of this academic brainstorming ever since its inception in 2004. The activity help students overcome the mental block in communication and boost their confidence. These events equip our students for pursuing higher academic programmes in emerging areas and also inculcate a research aptitude.

**Problems encountered and resources required:** Time constraints in the Choice Based Credit and Semester System make it difficult to plan the programme in a flexible manner. There is lack of sufficient fund for meeting all the expenses of the seminar series.

#### Best Practice II

**Title of the Practice:** Realizing the value of universal brotherhood through social service.

**The objective:** To inculcate in students humane values like honesty, integrity of character, devotion to duty, tolerance of all faiths, selfless service and social orientation based on the teachings of Sree Narayana Guru.

