SREE NARAYANA COLLEGE

CHENGANNUR

Alappuzha, Kerala 689508

Affiliated to the University of Kerala.

Accredited by NAAC with B Grade

www.sncollegechengannur.org

Annual Quality Assurance Report 2017-18

July 2017- June 2018

The Annual Quality Assurance Report (AQAR) of the IQAC
For the period 1st july 2017 to 30th june 2018

Part – A

1. Details of the Institution

1.1 Name of the Institution

SREE NARAYANA COLLEGE, CHENGANNUR

1.2 Address Line 1

NEDUVARAMCODE P.O

Address Line 2

CHENGANNUR

City/Town

ALAPPUZHA

State

KERALA

Pin Code

689508

Institution e-mail address

sncchengannur@gmail.com

Contact Nos.

0479 2360140, 0479 2362725

Name of the Head of the Institution:

Dr. K. Shiny Sreedhar

Tel. No. with STD Code:

0479 -2360140 / 2362725

Mobile:

8289851769

Name of the IQAC Co-ordinator:

| Dr. Sheela S. Fernandez |

Mobile:

| 9947734345 |

IQAC e-mail address:

| Iqacsncchengannur18@gmail.com |

1.3 NAAC Track ID *(For ex. MHCOGN 18879)*

| KLCOGN19141 |

1.4 NAAC Executive Committee No. & Date:
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

| EC(SC)/22/A&A/44.1 dated 22-2-2017 |

1.5 Website address:

| www.sncollegechengannur.org |

Web-link of the AQAR:

| http://www.sncollegechengannur.org/AQAR2017-18.doc |

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	2.03	2017	2017-2022
2	2nd Cycle	-	-	-	-
3	3rd Cycle	-	-	-	-
4	4th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC :

| 10 /08/2012 |

1.8 AQAR for the year *(for example 2010-11)* 2017-18

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011)***

  i. AQAR _____NA_____ _____(DD/MM/YYYY)
  ii. AQAR_____NA_ _____(DD/MM/YYYY)
  iii. AQAR_____NA__ _____(DD/MM/YYYY)
  iv. AQAR_____NA__ _____(DD/MM/YYYY)

1.10 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 ☐

1.11 Type of Faculty/Programme

Arts ✔ Science ✔ Commerce ✔ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others (Specify)

1.12 Name of the Affiliating University *(for the Colleges)* University of Kerala, Thiruvananthapuram

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

Autonomy by State/Central Govt. / University   NA

University with Potential for Excellence   NA   UGC-CPE   NA

DST Star Scheme   NA   UGC-CE   NA

UGC-Special Assistance Programme   NA   DST-FIST   NA

UGC-Innovative PG programmes   NA   Any other (*Specify*)   NA

UGC-COP Programmes   NA

2. IQAC Composition and Activities

2.1 No. of Teachers   6

2.2 No. of Administrative/Technical staff   1

2.3 No. of students   1

2.4 No. of Management representatives   1

2.5 No. of Alumni   1

2. 6 No. of any other stakeholder and community representatives   1

2.7 No. of Employers/ Industrialists   -

2.8 No. of other External Experts   -

2.9 Total No. of members

| 11 |

2.10 No. of IQAC meetings held : 3

2.11 No. of meetings with various stakeholders: No. | 03 | Faculty | 02 |

Non-Teaching Staff Students | 01 | Alumni | - | Others | nil |

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. | 7 | International | | National | 3 | State | 1 | Institution Level | 3 |

(ii) Themes

1. Computational Modeling and Drug Design.
2. Computerized Accounting.
3. Digital Economy: Opportunities and Challenges
4. Optical communications
5. National Science day
6. Ozone day
7. Wetland day

2.14 Significant Activities and contributions made by IQAC

1. IQAC is constantly evaluating teaching learning process through feedbacks.

2. Systematic and continuous student mentoring carried out for all students of the college.

3. Supplementary encouragement is given to Students to participate in different events like Cultural, Sports and NSS activities.

4. Fulfilling social responsibilities.

5. Environmental awareness programme.

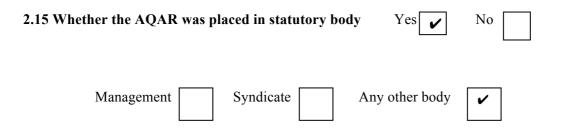6. Development programme for staff faculty and students.

7. Suggestions and support given to various committees.

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.

Plan of Action	Achievements
Arrangement for feedback response from students, parents and others on quality related institutional processes.	Preparing a review report on the feedback received for continuous improvement.
To organise Research related workshop for PG Students.	Workshop on Computational Modeling and Drug Design – conducted on 4th and 5th April 2018.
Practices to reform and improve the student's success rate.	Various practices such as class test, question bank for slow learners and advanced learners, assignment, remedial classes.
More number of community activities to be initiated.	Community activities initiated through NSS.
Environmental consciousness	Installed a Biogas plant & well recharging unit.
Development programmes	Counselling session for students is available. Participation in workshops, conferences, seminars and poster presentation by Faculty and students.
Sports and Cultural Activities	Students have actively participated in Sports and cultural activities conducted by University and other Inter-collegiate competitions. The Students have enlightened the college status by winning the various competitions.

2.15 Whether the AQAR was placed in statutory body   Yes ✔   No ☐

Management ☐   Syndicate ☐   Any other body ✔

Provide the details of the action taken

AQAR was discussed in IQAC meeting with all the staff members. The Principal discussed quality improvement initiatives with the staff members.

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	0			
PG	3			
UG	5			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	8			

Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: Choice Based Credit Semester System (CBCSS)

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	8
Trimester	-
Annual	-

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

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

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

> As per the recommendation of Board of studies in various subjects, the University of Kerala revises the syllabus both in theory and practical.

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

> No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
22	17	5	Nil	Nil

2.2 No. of permanent faculty with Ph.D

10

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
-	13	-	-	-	-	-	-		13

2.4 No. of Guest and Visiting faculty and Temporary faculty

12	8	-

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	-	8	-
Presented papers	-	5	-
Resource Persons	-	3	-

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

- Healthy interaction between students and faculty that goes beyond the classrooms.
- Continuous evaluations through projects, presentations and quizzes, etc.
- Problem solving and Project-based learning
- Demonstration using Models and Simulations
- Presentations/animations/videos are regularly being used apart from regular conventional black board teaching.
- Experiential learning to reinforce the fundamentals of the subject.
- ICT enabled presentation by students.
- Exposing the students to expert lectures.
- Peer teaching.
- Continuous assessment of the students using periodic class test and internal assessment test both in practical and theory twice a semester.
- ICT enabled teaching.
- Role-play model.

2.7 Total no. of actual teaching days during this academic year

190

2.8 Examination/ Evaluation Reforms initiated by the Institution :

The institution implements rules laid down by University of Kerala.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

1	-	1

2.10 Average percentage of attendance of students

80

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Pass percentage
PG Programmes		
M Sc Chemistry	13	69
M Sc Medicinal Chemistry	9	22
M Sc Physics	14	42
UG Programme		
B Sc Chemistry	20	15
B Sc Physics	16	38
B Sc Maths	12	33
B A Economics	53	7
B Com	29	83

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

Contribution:

IQAC directed all the heads to make plans for the future of the institution and prepare a road map for quality assurance and enhancement before the commencement of the year. Encouraging participation in faculty development programmes. Suggestions given to faculty to use alternate or innovative methods of teaching and evaluation. Suggestions given to Departments and all College committees to organise awareness lectures for students to sensitize them towards environmental, social and gender issues.

Monitor:

Head of Department's monthly meetings with the Principal and IQAC gives an insight into the activities being conducted and exchange of suggestions or assistance required etc. are discussed during this meeting. Academic diary is given to all the teaching staff for vividly outlining the Teaching plan in the beginning of the year itself. The details are to be fed in regularly and then the HOD's checks the same at the end of the year.

Evaluation:

Student's feedback is used to understand the strong and weak areas of teachers and accordingly necessary steps to be taken are discussed as well as suggested by the Principal.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	6
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	4
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	8
Others	2

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	8	4	4	Nil
Technical Staff	4	4	-	Nil

Criterion – III

3. Research, Consultancy and Extension

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

- The IQAC promotes research, publications, paper presentations and participation in international/national/regional workshops, conferences and symposium exclusively for students.
- Promoted the presentation by undergraduate (Arts & Science) students on their projects topics.
- Faculty members are encouraged to avail of opportunities for research grants, projects and fellowships offered by UGC minor and major research proposals, FIST, DST etc
- A faculty member has been designated as the coordinator of the research forum, who encourages teachers to undertake research by providing the necessary information and guidance. The College also provides support and cooperation to teachers who undertake major / minor research projects.
- Eminent speakers including Heads of research Institutions are invited for motivational talk.
- Postgraduate students are encouraged to take up student research projects in leading research institutes like NCL, IISER, Nuclear power plants etc.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	--

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		4	-	-
Outlay in Rs. Lakhs		18.9	-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	5	6	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	-	1	-

3.5 Details on Impact factor of publications:

Range 0.4-12   Average 6   h-index 7   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				
Minor Projects	2016-18	UGC	18.9 lakhs	10.6 lakhs
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects *(other than compulsory by the University)*				
Any other(Specify)				
Total			18.9 lakhs	10.6 lakhs

3.7 No. of books published   i) With ISBN No. 1   Chapters in Edited Books 1

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) -

3.10 Revenue generated through consultancy Nil

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		3	1		3
Sponsoring agencies		KSCSTE	KSCSTE		PTA

3.12 No. of faculty served as experts, chairpersons or resource persons: 3

3.13 No. of collaborations

International | - | National | -

3.14 No. of linkages created during this year : Nil

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	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	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
-	-	-	-	-	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides | 3

and students registered under them | 8

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 | 2 | 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 | - | State level | -
National level | - | International level | -

3.24 No. of Awards won in NCC:

University level | - | State level | -
National level | - | International level | -

3.25 No. of Extension activities organized

University forum | - | College forum | 2
NCC | - | NSS | 3 | Any other | -

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

Efforts are made to realise institutional social responsibility (ISR) inspired by the ideals of the vision and the mission of the College, by sensitising students and faculty on ISR and outreach programmes and their impact. The College ensures the transmission of values, attitudes and beliefs that will encourage students to be sensitive to social issues and become responsible citizens. It encourages students to

reach out to the community through Social Awareness Programme. The college has taken up the following activities towards ISR:

- Network with neighbourhood communities by establishing and building personal and institutional contacts with voluntary organisations in order to conduct community development activities.

- Promoting social responsibility among students by visiting Orphanage and donating money to the needy.

- An initiative by college team to make a plastic free environment in and around college campus.

- Bhoomithrasena club organized a three days nature camp from 14-3-2018 to 16-3-2018 at Pampadum Shola Nature Camp, Munnar.

- HIV AIDS awareness

- Recharging the bore wells.

- Tree Plantation.

- Blood donation camp.

- Rural development Program.

- Rejuvenation of Pampa-Varattar river

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	15.5 acres	-	-	15.5
Class rooms	15	-	-	15
Laboratories	6	-	-	6
Seminar Halls	1	-	-	1
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	3	-	-	3
Value of the equipment purchased during the year (Rs. in Lakhs)	-	0.9	UGC	0.9
Others	-	-	-	-

4.2 Computerization of administration and library

At present, the library has three computers and software as part of automation. The administrative office has two computers. Salary bills and pay particulars are computerized and managed through SPARK system as part of e-governance. At the same time, University examination procedures such as exam registration and hall ticket reception of all students are achieved through online protocol.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	7187	Approx Rs1205916	51	23364	7187	Approx Rs1229280
Reference Books	252	214500	-	-	-	Rs 214500
e-Books	-	-	Subscribed to Inflibnet	-	-	-
Journals	9	-	-	-	-	-
e-Journals	-	-	Subscribed to Inflibnet	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	10	-	-	-	-	-
Others (magazines)	5				5	

4.4 Technology up gradation (overall)

	Total Computess	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	46	2	5	0	0	3	7	0
Added	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
Total	46	2	5	0	0	3	7	0

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

Internet access is given to students and staff through networking terminals in staffrooms and laboratories. The students of commerce have been given training in Tally.

4.6 Amount spent on maintenance in lakhs :

i) ICT
0.10

ii) Campus Infrastructure and facilities

iii) Equipments
0.90

iv) Others
-

Total :
Rs 1lakh

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Orientation to first year students along with their parents on the day of commencement of classes, where in all the coordinators & conveners of different committees briefed the students about curricular & extracurricular activities
- The college is catering to the needs of students belonging to deprived communities of Scheduled castes, other backward classes and low-income groups. SC and ST Students are encouraged to continue their education by way of Scholarships from Government and Non – Government Organizations
- Short Orientation classes on Open Courses are arranged through tutors for Second Year UG students.
- The co-ordinators of support services such as NSS, PTA, Women Studies Unit, tutorial system, CBCSS-CLMC, Students grievance & redressal cell, antiragging cell, Music and cultural club, Health education, Sports club, library, etc., interacted with all students.
- Awareness programmes on Anti-Sexual Harassment Laws and Grievance Redresses Cell.
- Placement & Training Cell organizes various training programmes to mould the students with core competency and employability.
- Entrepreneurship Development Cell organizes periodical meetings with industrialists, entrepreneurs and chief executives of various concerns to enhance the entrepreneurship skills among the students.

5.2 Efforts made by the institution for tracking the progression

- Academic and personal mentoring is made available to the students at multiple levels.
- Besides the course teachers, each class has a class tutor and each student has a mentor, whom the students can approach for academic and personal counselling.
- The Tutor gets to know the student personally and keeps track of the academic performance, attendance record, course registration, and fulfilment of course requirements among other things, offering guidance where necessary on matters pertaining to academics.
- The academic progression and results of internal assessments are discussed with parents. Students on completion of their courses are asked to keep track on with the college through various e-mode facilities and Alumni association of the college.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
449	61	-	-

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

Men	No	%		Women	No	%
	182	36			328	64

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
116	68	0	345	0	529	103	78	0	329	0	510

demand ratio   NA*   Dropout 2%

*Since the admission to the programmes are conducted by the parent University through online Central Allotment Process, the number of applicants to this college varies in four phased allotment process and hence the demand ratio cannot be determined.

5.4 Details of student support mechanism for coaching for competitive examinations

The career guidance cell arranged two training programmes as part of coaching practices for students. The themes focused were communicative English, Company secretary, PSC orientation, Bank Services and other skill developments. The cell also distributed resource materials, with the help of external experts.

No. of students beneficiaries   50

5.5 No. of students qualified in these examinations

NET	1	SET/SLET		GATE		CAT	2
IAS/IPS etc		State PSC	2	UPSC		Others	7

5.6 Details of student counselling and career guidance

- The Career Guidance Cell provides comprehensive services in the area of training, options regarding higher studies, internships and full-time placements for both undergraduate students and post-graduate students.
- The cell also arranged a platform for the registration of students in the placement portal of Employability Centre, Government of Kerala.
- Majority of the departments give counselling through tutorial sessions led by faculty advisors in terms of career guidance and counselling.

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
5	150	0	30

5.8 Details of gender sensitization programmes

- Women Development Cell organizes several programmes to enhance the confidence level of girl students for their empowerment in the society.
- "Press for progress" was the theme for International Women's day. Dr L Remya, Assistant Prof., Sree Aiyappa College was the invited guest for the function.

5.9 Students Activities

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

State/ University level 40   National level 21   International level -

No. of students participated in cultural events

State/ University level 15   National level -   International level -

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

Sports : State/ University level [1]   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:	320	Transferred to students Bank Account
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

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   [4]

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

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION

Our college, named after the great social reformer Sree Narayana Guru, is a major center for higher education to the rural community in the vicinity. Gurudev's concept that education is the most potential instrument of socio-economic progress, political development, moral and intellectual awakening inspired the establishment of this institution. Guru's call to seek "Liberation through education" and "Enlightenment through education" is our vision.

MISSION

The mission of our college is to mould a community of students committed to the pursuit of truth and moral excellence upholding the high ideals of Sree Narayana Guru, our patron. We aim at building up humane and socially committed young men and women through education. The basic objective of the institution is to provide education to the marginalized sections of the society. The college stands for academic excellence as well as development of the skill and character of students based on the Holy Guru's perspectives on humanism, secularism and universal brotherhood.

6.2 Does the Institution has a management Information System

The College ensures a system of participative management whereby information flow and decision- making processes are systematised and channelled through all key constituents of the College. The suggestions given by the Governing Body, the Management Committee and the Finance Committee are implemented by the various administrative offices, under the leadership and guidance of the Principal. The Heads of departments ensure the smooth functioning of the activities of the department in collaboration with other members of the department. Regular meetings of the Staff Council are held to discuss and decide on matters relating to academics and administration. For the smooth and effective functioning of the College, interactions with stakeholders comprising of faculty, parents, alumnae and the students, are regularly organised.

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

6.3.1 Curriculum Development

Since the college is affiliated to University of Kerala, duly constituted academic bodies like Academic Council, Board of Studies and Faculty undertake the curriculum development process.

6.3.2 Teaching and Learning

- Formulate academic calendar for individual departments and examination calendar with the help of internal examination committee in the beginning of the year and students are informed.
- Monitor academic procedures through College Level Monitoring Committee (CLMC) and give necessary feedbacks to the departments on academic activities.
- To analyse the feedback from the students on yearly basis for monitoring efficiency of teaching and evaluation practice and methodologies. A vigilant review of testing and evaluation patterns ensures creativity, originality and analytical thinking
- For all programmes practical orientation is insisted in the form of projects, industrial visit, workshops, seminars and symposium.
- Group discussions.
- Efforts have been taken to improve the quality of Teaching-learning by using ICT enabled classrooms in the College.
- Peer teaching within and outside the class hours.
- Remedial teaching.
- Guided library assignments, group discussion, debates, quiz, etc.

6.3.3 Examination and Evaluation

- The college has an internal exam committee, which monitors the regular conduct of at least one internal exam for all courses in a semester.
- The College Level Monitoring Committee and Department Level Monitoring Committee and faculty advisors monitor the continuous evaluation of students as part of formative assessment exams.
- Tutors make an analysis of the performance of students after every internal examination and at the end of every semester university examinations.
- Teacher evaluation by students is done through a formal feedback mechanism, which is done at the end or every academic year.

6.3.4 Research and Development

- The research committee motivates the faculty and students to undertake research activities either as academic programme or project works. The committee provides all information about the research areas, leading research institutes available, financial assistance and funding bodies, supportive institutions, etc.
- The committee facilitates the availability of expert discourses in the institution and elsewhere too. Details regarding minor and major research projects and postdoctoral fellowships were intimated timely.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Digital library facilities with National and International online journals are provided. Library administrations like issue / return of books are maintained through commercial library software. Every year, additional volumes of books are added based on the requirements from all the departments.
- Renewal of subscription to e-journals and e-books was done through N-LIST college component of the UGC- INFONET Digital Library Consortium.
- CCTV camera surveillance.

6.3.6 Human Resource Management

- The teaching faculty in this institution are entrusted with decentralized administrative powers and responsibilities for smooth functioning of the college. Various Statutory bodies, committees and clubs give ample support to the college for curricular, co-curricular, extra-curricular activities and other main functions of the college.
- Teaching faculty is motivated to attend various training programmes and workshops to keep up to-date with academic developments.

6.3.7 Faculty and Staff recruitment

All Recruitments are being made on merit basis subject to the rules and regulations laid down by the University of Kerala and Government of Kerala

6.3.8 Industry Interaction / Collaboration

- Department of chemistry and physics associate with research institutions for the conduct of PG research projects.
- Industrial visits are arranged for the students.

6.3.9 Admission of Students

- Admission of students is done through online Central Allotment Process of the parent University. The college could conduct admission by following the seat matrix, through online protocol of the University and could fill maximum seats in 8 programmes as per the options and preferences of the students
- The Admission Committee of the college monitors and supervises the part of the admission processes that are to be performed at the college level. Government rules were strictly followed for preparing the rank list. All reservation policies of the Government were strictly followed.

6.4 Welfare schemes for

Teaching	Medical reimbursement, Group insurance scheme, State life insurance, Maternity leave, Festival allowance, Provident fund etc.
Non teaching	Medical reimbursement, Group insurance scheme, State life insurance, Maternity leave, Festival allowance etc.
Students	Scholarships and Endowments. Financial support to the economically weaker students by P.T.A. and Teaching Staff Association.

6.5 Total corpus fund generated- | - |

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	-	-	Yes	Principal
Administrative	Yes	Dy.DCE, AG	Yes	Management

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

For UG Programmes   Yes   No ✔

For PG Programmes   Yes   No ✔

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

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 Association provides a link for ex-students to stay connected with their alma mater. The Alumni of the college renders its valuable support in organising various activities like placement and career guidance cell on and off the campus.
- Institute conducts alumni meet every year.
- Alumni are invited to visit the college for guest lecturers & interaction with students to enhance the knowledge & skills of the students.

6.12 Activities and support from the Parent – Teacher Association

Parent-Teacher Association of the college organizes scheduled meetings as general meeting and in individual departments for supporting the students. The meetings with parents by the faculty aims at the academic and personal enhancement of the students in terms of reporting academic progress, co-curricular and extracurricular activities of their wards. The meeting is a platform to offer suggestions for further improvement of students and to know about their ward's performance

6.13 Development programmes for support staff

- Orientation for support staff (technical) as per the requirements are given by the individual departments, as and when required.
- Hands-on Training on GAIN-PF to Administrative Staff.

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

- The college has taken keen care to avoid synthetic flex prints and banners in its premises during the year.
- Celebrated World Environment Day and planted 50 tree saplings.
- Rain water harvesting.
- Anti-plastic eradication programmes through student volunteering
- The campus could also replace plastic cups and containers with paper cups throughout the year. NSS unit of the college planted saplings during this academic session. Further, all the departments participated in the green campus campaigning programme.

CRITERION –VII

7. INNOVATIONS AND BEST PRACTISES

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

- Guiding students to present papers at regional/state/national level seminar.
- Catering to advanced/average/slow learners through appropriate learning strategies.
- Merit scholarships to students achieving academic excellence.
- Peer teaching and learning practice.
- Friday afternoon seminar series.

- Project based learning
- Value based teaching and learning and language training sessions have increased the employability of students.
- E- learning (INFLIBNET)
- Upgrading of faculty members skills by organizing/ attending training programmes.
- Various committees have taken initiatives resuling in the increased efficiency and quality education to students.
- The activities undertaken by NSS unit have made the students more vigilant and socially responsible.
- A software Grandhalaya was developed by students for competitive exams.

7.2   Provide the action taken report (ATR) based on the plan of action decided upon at the beginning of the year.

- Academic activities are conducting as per the academic calendar.
- Workshops have been conducted for the developments of students and faculty.
- Students welfare schemes continuing.
- Celebrated national and other important days of the year.
- Gave counseling to the girl students from backward classes to ensure their mental and intellectual upliftments.
- Eye care and blood donation camps for staffs, students and local community.
- In order to raise an environmental concern in the people of the area in which the college is located an environmental awareness program was organized.
- Nature education camp organized by the Bhoomithra Sena Club in connection with the forest department at Pampadum Chola National Park was a novel experience for the students of the college. The camp helped the students to gain firsthand experience with nature.

7.3   Give two best practices of the institution

1. Medicinal Chemistry : Computational modeling have long been used for the synthesis of molecular structure and cost- effective experimental analysis prior to synthesis. The Department of Chemistry is involved in the identification of phytochemical based leads using computational methods such as Schrodinger software. Department provides a common platform to share knowledge and to plan strategies for modern drug research by intellectual interaction with experts in the field. In this context, the department organized a workshop under the sponsorship of Kerala State Science, Technology and Environment (KSCSTE) to promote the

scientific aspirations of post graduation students, researchers, faculties from various colleges in Kerala.

2.   NSS- Pampa-Varattar

NSS volunteers of Sree Narayana College Chengannur , once again visited the varattar river along with NSS Programme Officers Dr. M S Latha and Jisha Sreedharan and former NSS programme officer Sri Mathew K P. Volunteers arranged an exhibition of photos called "Varattar: Punarujeevana Vazhiyilloode" in association with Ranthal Cultural Collective, Chengannur. The exhibition covered photos of very beginning of Varattar rejuvenation. It includes the map of varattar, survey conducted by former NSS volunteers of Sree Narayana College, Chengannur, day to day reports about the improvements in river rejuvenation etc. Volunteers actively participated in the exhibition. NSS programme officers gave an environmental awareness talk and explained the need to protect our environment.

7.4   Contribution to environmental awareness/ protection

- Plastic free green campus.
- Rain water harvesting.
- Student participation in environmental awareness programs
    a. Celebrating Environmental Day and Ozone Day
    b. Planting more than 50 plants every year.
    c. Arranging seminars and awareness classes

7.5   Whether environmental audit was conducted? Yes

7.6   Any other relevant information the institution wishes to add:

 Swot Analysis of The Institution

   Strength

- Central library with INFLIBNET facility and research journals.
- Highly committed, dedicated and qualified staff.
- Efficient PTA
- Strong student-teacher relationships through efficient tutorial system

   Weakness

- Lack of departmental collaborations with the industries.
- Inadequate Smart class rooms and Audio Visual equipment

Opportunities

- Collaborations with research institutions, University Departments, Government and Non-Government organisations for academic and extension activities will open up more windows.

Challenges

- To equip with modern Infrastructure.
- To inculcate new techniques of teaching & learning.
- To fulfil the growing aspiration of the students.

8. Plans of institution for next year

Plans of the college for next year are as follows:

- To upgrade UG departments to PG departments.
- To establish adequate rainwater harvesting system and solar panels .
- To enhance infrastructure facilities with the aid from agencies such as RUSA.
- To organise career guidance classes.
- To organize more seminars and workshops.
- Introduction of certificate courses in all departments
- Up gradation of Wi-Fi internet connectivity
- Memorandum of understanding (MoU) with organisations.
- To continue with value added programmes.
- To conduct lecture series by eminent personalities.
- To promote cultivation of indigenous varieties of plants in the campus and experimental organic farming as part of eco-friendly activity.

Name   Dr Sheela S Fernandez

Signature of the Coordinator, IQAC

Name   Dr K Shiny Sreedhar

Signature of the Chairperson, IQAC
PRINCIPAL
SREE NARAYANA COLLEGE
CHENGANNUR

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Annexure 1

Academic calendar: The college follows the Academic calendar formulated by the University