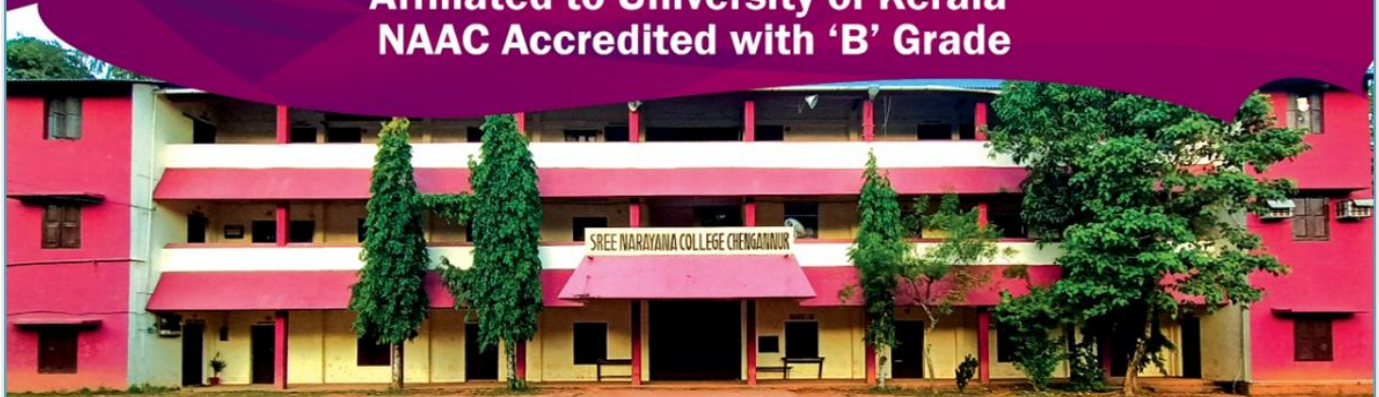


SREE NARAYANA COLLEGE CHENGANNUR

Alappuzha, Kerala

Affiliated to University of Kerala
NAAC Accredited with 'B' Grade



www.snechengannur.ac.in

snechengannur@gmail.com

CRITERIA 1

1.4 FEEDBACK SYSTEM

1.4.1 *Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website*

Submitted To



THE NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL (NAAC)
FOR ASSESSMENT & ACCREDITATION – CYCLE II
AUGUST 2023

Feedback Back Action Taken Report

2019-2020

IQAC



Sree Narayana College Chengannur
Alapuzha, Kerala

Estd: 1981

1 About the college

Sree Narayana College, Chengannur is a major centre for higher education offering educational opportunities to the rural community. The College is named after the great saint and social reformer Sree Narayana Gurudev. It stands as a monument that reminds us of the great doctrines of the Guru. The basic objective of the institution is to provide education to the marginalized section of the society. The college started functioning in 1981, and is a young growing college offering five under graduate courses and two post graduate courses. The college is situated in a beautiful place 6 kms away from Chengannur.

The college endeavours 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. It was His Holiness Narayana Guru's call to seek "Liberation through Education" which inspired the distinguished citizens of this backward area to start a new college. We aim at building up a humane and socially committed fraternity of young men and women through education.

The motto of the college is "Enlightenment through Education". 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.

The Educational Courses offered by the Institute as summarized here. The college is affiliated to the University of Kerala and it offers the following courses:-

Sl.No	Course
1	B.Com
2	B.Sc Chemistry
3	B.Sc Physics
4	B.Sc Mathematics
5	B.A Economics
6	M.Sc Physics
7	M.Sc Chemistry

2 Vision

Our college, named after the great social reformer Sree Narayana Guru, is a major centre 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.

3 Mission

The mission of our college is to mold 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.

4 Feedback system

Objective of the comprehensive feedback system mechanism is to achieve quality enhancement. The comprehensive feedback involve collection of feedback form al stake holder, which helps in monitoring academic content processes there by achieving quality substance and progressively quality enhancement. The college has 3 phase of feedback mechanism in placed

1. Feedback collection
2. Feedback Analysis
3. Action taken in Feedback

Feedback Collection

The Feedback collection will carry out in different level, the first level in college level feedback mainly college alumni and public suggestion is formally taken through alumni meeting and public suggestion raised in the public integration meeting held in the colleges. Their suggestions in to consideration for the overall development of the institution. The second level of feedback collection in the college department level, mainly academic and teaching. The department assigned tutors will collect the feedback from students about academics. This feedback wills discussed in department staff meeting if it found related to the college council same will be directed to the college council to

notify. The third level of feedback collection in student level. General and class wise PTA meeting held regularly to facilitate interaction with parents and provide the form for collect the parents and provide the forum for collect the parent's feedback on the curriculum. In these meetings suggestions were given about the need for inculcation of certain skill and they are enthusiastically implemented. Suggestion and comments given by the parents are also taken in to account for future development

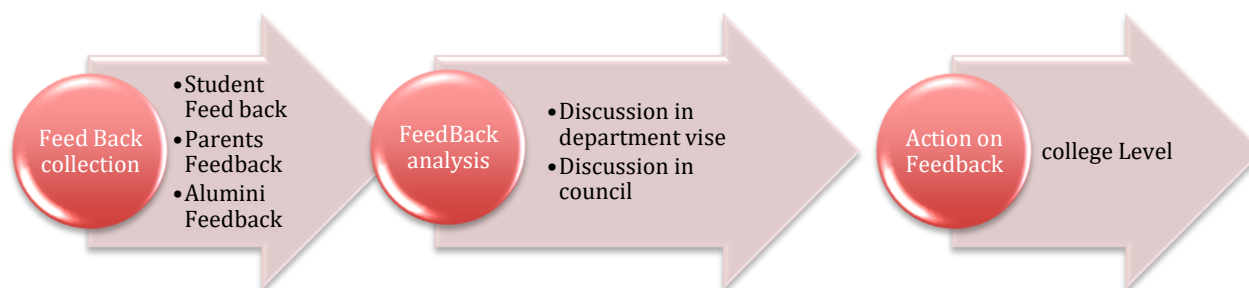
Feedback Analysis

The proposals regarding the analysis given by different committees and departments are discussed in council meet of the college a necessary action are taken. The opinion provided by the stakeholders were systematically categorized and grouped for further scrutiny and analysis. Based on the consolidated feedback, the IQAC initiated steps to address the issues raised from the various stakeholder and to sustain practices found beneficial

Action taken on feedback

- Based on the feedback action taken in the college level
- To improve the quality of academic ,make the details of the syllabus which is understandable to the students
- To arrange the additional discussion for the portion which found required improvement
- Identify the student who have the skill for specific area and support them
- Encouraging students to join government-sponsored initiative like walk with scholar, scholar support program
- Encourage students for inter college competition

5 Feedback system Process



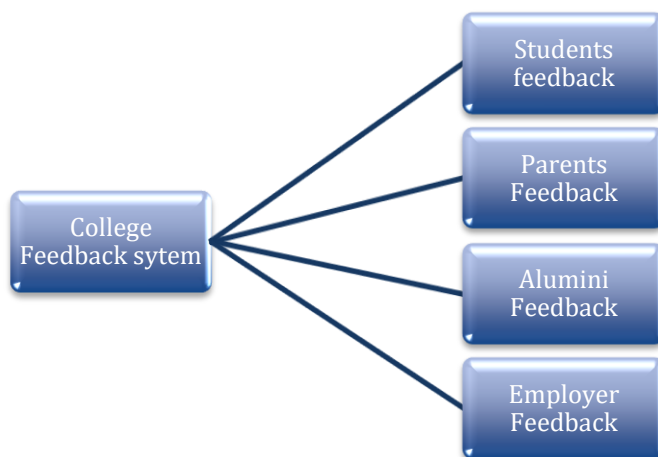
6 Feed Back Collection

The different feedback form has been placed in the Google form format and shared to students, alumni's, The same has been filled and send by responders through same form and response will called in Google data base with time stamp .

Categories of Feedback collection

1. Student feedback on Faculty
2. Students feedback on Syllabus
3. Parents feedback on colleges
4. Alumni feedback on college


All these four category feedback will collect separately in different Google forms and response will saved in college feedback system



The feedback survey try to capture flowing categories, each year of the students, each UG program, each PG program, each department level .It also covered the gender based considerations

Screen Picture of feedback from placed for survey

IQAC Feed Back From Students on Faculty



Sree Narayana College Chengannur Estd:1981
Alapuzha, Kerala

Name of Student
Your answer _____

	I Year Sem 1	I Year Semester 2	II year Semester 3	II year Semester 4	III year Semester 5	III year Semester 6	Open Course
B com	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BA Economics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MA Economics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

7 Suggestions and comments from Feedback Analysis Report 2019 -20

- Improve public vehicle availability to College
- Improve infrastructure of the college
- Start more PG courses
- Need college Canteen
- Improve the transportation facilities to college
- Encourage goal setting

8 Action Plan for 2019-2020

- A strong network of alumni will be formed.
- The administrative staff including the head, faculty members will be made easily accessible for various services and guidance
- Alumni interaction with current students will be organized
- Add new courses
- The strict attendance monitoring system will be followed for regularity of teachers to the class
- Instructions will be given to the teachers to provide sufficient time for interaction in classes
- To improve the overall effectiveness of teachers, a monitoring system is formed
- As the teaching is in online mode, parents suggested providing recorded classes of each session.
- Add more reference texts in the college library
- Importance should be given to elective subjects like other subjects

- Time gap between semesters should be increased

Action Taken

- Initiatives taken for adding new courses
- Initiatives taken for starting college canteen
- Steps taken for improving infrastructure and transportation facilities
- For monitoring students and teachers attendance, a centralized faculty log and student attendance log updating method has implemented
- Teachers spent more time to interact with students
- Recorded classes were provided after the online live classes. So that students can access the classes whenever the internet facility is available
- Reference text and other text books increased in the library
- Focus given on elective subjects
- Principal intimated the affiliated university to increase gap between each semesters

Initiatives

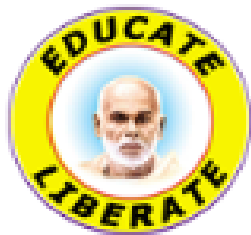
- Teachers decided to spent more time with students rather than usual classroom teaching
- Tutorial sessions increased
- As per students suggestions recorded classes were provided
- More faculties joined in Research

Tutorial sessions



Initiatives to add more courses

Self-Study Report of the Department of English for Adding New Course



Sree Narayana College Chengannur
Alapuzha, Kerala

Estd: 1981

Self-Study Report for Addition of New Under Graduate Course

Prepared By: Aswathy Raj

HOD and Asst Professor

Dept of English

SN College Chengannur



Internal Use only

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Objective

This document covers the self-study report for the necessity of new UG course under Department of English and also it covers the current status and requirements for adding the new course .

Remarks: The figures provided in this document are indicative and estimation purpose only. The same shall be verified by concerned

Current status of the Department of English

Academic

The Department of English has been a part of the college since its inception on 1981 under the Sree Narayana Trusts, Kollam. Highly qualified English teachers have been handling English classes since then and the department has been reaching out to the students of all mains including BA Economics, B.Sc. Mathematics, B.Sc Physics, Bsc chemistry and Bcom. The department has been making conscious efforts to improve the English language skills of the students of this college who come from different levels of socio-economic background. With the emergence of English as a global lingua franca, English language skills have become vital for the current generation of students. As a large number of students from rural areas are seen

to be weak in English language skills, teachers of the department have been conducting remedial classes for them. Even in the absence of B.A. English Language and Literature course, the Department of English continues to play a vital role of imparting the knowledge of English to students of this college.

There are five UG main departments running in the college and English is teaching as foundation course. These classes are handling by two faculties from English department.

Current Faculty

Name of the faculty	Designation
Ms .Aswathy Raj	Head and Assistant Professor
Mr. Abhi Krishnan	Guest lecturer

Current Work Load

Total hours in a week, as per the workload	36 hours
Excess hours handling	4hours

Current Infrastructure

Class Room

The department of English is functioning under the Department of Languages, as it has no main course. The devoted classrooms are not assigned for conducting English classes. Hence general English classes are handling in the class rooms of Economics and Commerce class rooms respectively. The furniture and computer using in the department is shared from the Dept. of Languages.

Furniture and computer

There is no dedicated furniture and computer available for Dept of English .These are using as shared basis from the Dept. of Languages

Books

General Library is utilizing as the books for reference

English Language Books – 147

English Literature Books -486

Sanitation Facilities

There is no dedicated sanitation facility available for Dept of English and Dept of Languages.

It is shared from common facilities in college.

Addition of Under Graduate course in Dept of English

Sree Narayan College, Chengannur is a major center for higher education offering educational opportunities to the rural community. The college is situated in the Cheriyanadu village, which is one of the most under developed parts of Alappuzha district.

The new UG course is to enhance the apprehension of English language and literature to a community which is socially and economically backward. As it is a Global Language it unveils the diverse ranges of career fields to the emerging student community. As part of the continuity of service it is necessary to bring forth education to its next level.

Academic Benefit for the college

The further elaboration of the Department of English so as to offer U.G courses in English Language and Literature can bring a face lift to the functioning of the entire college. This will get the road map for acquiring a postgraduate course in English. In future, the department can bring forth the institution to the center of excellence for research.

Requirements for Functioning of new Course under Department of English

Approval from University and DCE

The process for application of new course is under progress. The dept. of English has been applied the following programme

SL No	Programme	Course	Duration
1	Under Graduate	BA(English Language and Literature)	3 Years

Faculty Requirement

Based on the hour calculation required for new courses .The additional staff requirement is below

Course	Total Hours considered per month	Approved Workload per week by faculty	Additional Faculty required based on calculation
BA	300*	16*	4*

* This is for estimation purpose only and this may change based on Approval norms. The seats intake considered as 60 per year

Infrastructure Requirement

Class Room requirement

Item	Size of class room (Mtr)	Seating Capacity	No of class rooms
Room with proper ventilation and room ceiling	17x10	60*	3

*Indicative only. It should be verified by authorities

Furniture and Accessories for Class rooms

Item	Spec	Qty	Remarks
Desk	Std size for seating 5 persons	36	
Bench /Chair	Std size for seating 5 persons	36	
Fan	Sealing Fan	12	
White Board	Std Size for Class room	3	
Led Tube light	Std Size for Class room	9	
PA speaker	Std Size for Class room	3	
Lectern	Std Size for Class room	3	

Language Lab requirement **

Item	Size of class room (Mtr)	Seating Capacity	No room
Room	14x10	60	1

*Indicative only. Shall be verified by the relevant authorities

Furniture and Accessories for Language Lab

Item	Spec	Qty	Remarks
Projector and accessories		1	
Laptop		1	
Desktop Computer		5	
Software		5	
Head phone and Accessories		5	
Microphone		5	
Fan	Ceiling Fan	4	
White Board	Std Size for Class room	1	
Led Tube light	Std Size for Class room	2	
PA speaker	Std Size for Class room	1	
Speaker		4	

*Indicative only. It shall be verified by the corresponding authority

** Need to check whether can utilize from shared computer lab

Department Staff Room

Item	Size of room (Mtr)	Seating Capacity	No of room
Room with Attached Bath room	10 x 8	10	1

*Indicative only. It has to be verified by the concerned authority

Furniture and Accessories for Staff Room

Item	Spec	Qty	Remarks
Table	Std size	8	
Chair	Std size	10	
Fan	Sealing Fan	4	
Desktop Computer with printer		2	
Led Tube light		5	
Notice Board	Std size	2	
Cupboard	2.5x1.5	2	
PA speaker		1	

Library Facilities

Books

At present the total number of English Language and Literature books available in the general library is 633. The same shall be increased 1500 as min. The gradual increase of books shall be yearly basis .The identification of the books shall be subjected to syllabus and references.

Journals

Journals related to English Language and Literature shall made available for reference

Career Guides and Materials

Carrier guides and materials to be made available

English News Papers

One of the pioneer English daily newspapers shall be subscribed

Drinking Water and Sanitization

Toilet/Washroom

The addition of the new strength shall be reached approx. 180 + for English Dept itself .So Common facilities of wash room shall be increased

Common Toilet for Girls

Common Toilet facilities shall be increased 4 numbers for girls.

Item	Spec	Qty	Remarks
Toilet	StdSize	4	
Incinerator	Std	1	
Sanitary napkin vending machine	Std	1	
Water and Plumbing facilities	As per requirement	Adequate	

Common Toilet for Boys

Common Toilet facilities shall be increased 3 numbers for boys.

Item	Spec	Qty	Remarks
Toilet	Std Size	3	
Water and Plumbing facilities	As per requirement	Adequate	

Drinking Water

The addition of the new strength will increase total number of students around 40% from current scenario for English dept. itself. So Current water purifying system is inadequate

Item	Spec	Qty	Remarks
Water Purifier	Std	1	
Water and Plumbing facilities	As per requirement	Adequate	

Hostel Facility

Girl's Hostel

The current Ladies Hostel, located within the campus with facilities to accommodate 30 inmates and a warden. This may require addition .This shall be subjected to the case of admission

Transportation

Since the College is situated in remote area, the current transportation facilities are insufficient to reach students on time.

Immediate requirement for Dept. Functioning of new Course

University and Gov. Approval of Course

The process of sanction the courses under the process as per authority

Admission

Based on approval and allocated seats admission will carried out

Faculty

Guest Faculty required to appoint in initial stage until permanent faculty available

Infrastructure

Find existing infrastructure or develop a new infrastructure for new course which includes class room, furniture, wash room ,lab etc

Funding for day today activities

The major fund required for day today actives functioning are below.

Guest Lecturer Wages
Stationery Items
Other expense if any

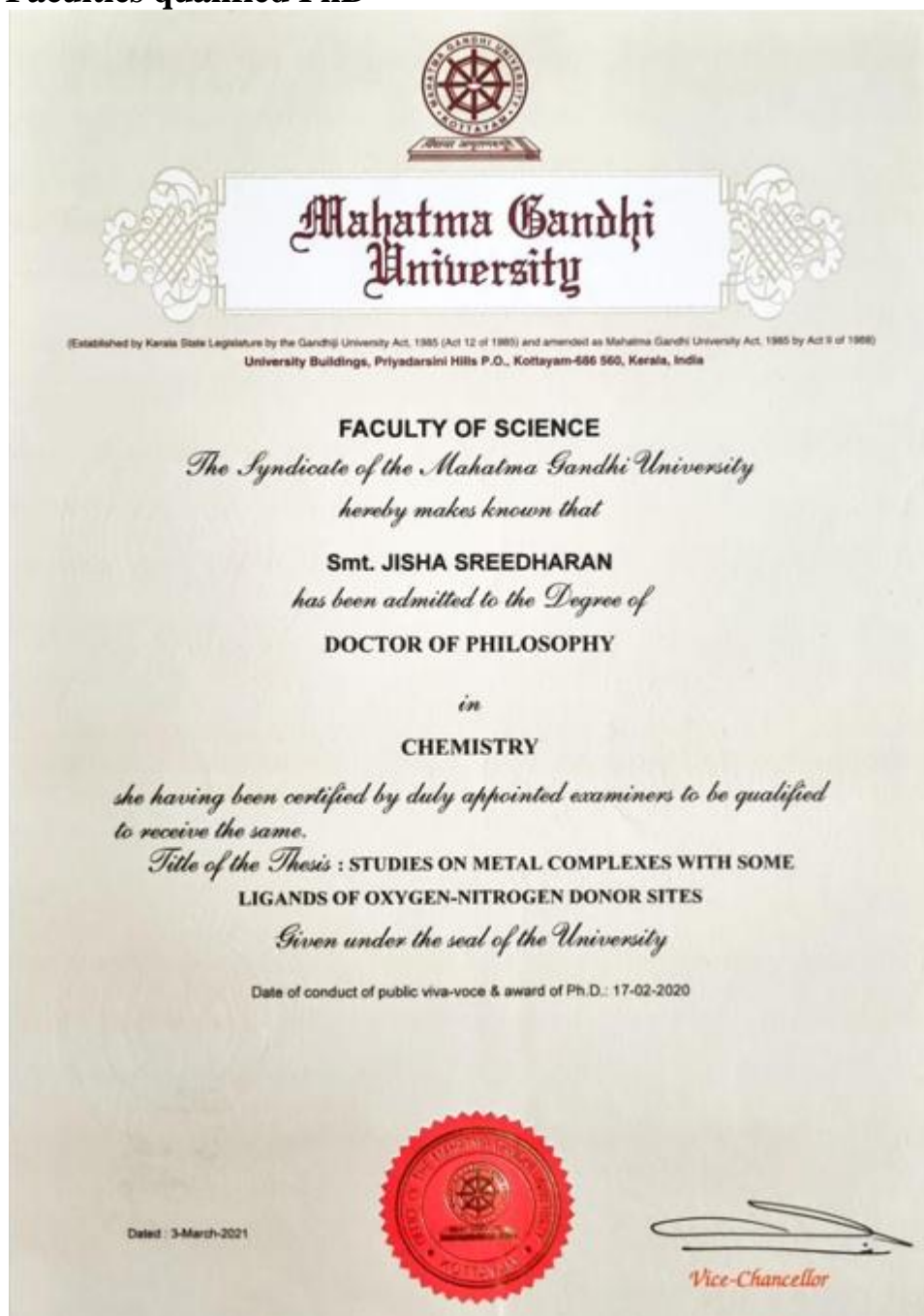
Environmental Impact and Assessment

The major impact of environment is the accumulation of solid waste. Currently, it is managed by the process of land filling. It is expected to increase 40%of the total strength. So the current method of waste disposal should be expanded.




PRINCIPAL
SREE NARAYANA COLLEGE
CHENGANNUR

Faculties qualified PhD



More Faculties Registered for PhD

UNIVERSITY OF KERALA (Abstract)

Registration for research leading to the award of Ph.D Degree in Commerce - January 2019 session – Sanctioned – Orders issued.

ACADEMIC EVII SECTION

No. AcEVII/119/COM/17013(1)/2019

Dated, Thiruvananthapuram, 13/08/2019

Read:

1. Joining report of the candidate

ORDER

Sanction has been accorded by the Vice-Chancellor to the following candidate, whose details are furnished below, being granted registration for research leading to Ph.D. Degree in Commerce under the Faculty of Commerce in the January 2019 session. The registration and the research work undertaken shall be governed by the Regulations for award of Ph.D. Degrees, University of Kerala, 2016.

ID	Name of Candidate & Whether Full Time or Part Time	Name of Guide & Research Centre	Topic of research	Effective Date of Regn.
1B764	SOUMYA SURENDRAN Part-Time Assistant Professor, Department of commerce, S N College, Chengannur	Guide- Nithya.U.S Centre S.N College, Kollam	Problems and Prospects of GI Tagged Products in Kerala- A study based on marketing technique. <u>Course Work Details:</u> Paper I - Research Methodology Paper II - Marketing Management Paper III - GI Indicators and Traditional Products	24/07/2019

The supervising teacher shall collect and keep the transfer certificate of the candidate so as to ensure that she/he does not undergo any other course either Full Time or Part Time before the submission of thesis.

Ph.D Programme shall be for a minimum duration of three years, including course work and a maximum of six years for both Full Time and Part Time after which the registration shall automatically lapse. However, women candidates and candidates with disability of more than 40 percent shall be allowed a relaxation of two years for Ph.D. in the maximum duration.

Part Time research scholars shall spend a period of at least 180 days at a stretch or in not more than three spells as full time research scholars at the centre of research before they are allowed to submit the thesis.

The course work for Ph.D. shall be of a minimum of 12 credits and a maximum of 16 credits.

All courses prescribed for Ph.D course work shall be in conformity with the credit hour instructional requirements and shall specify content, instructional and assessment methods duly approved by Academic Committee of CSS in the University.

The Department where the scholar pursues research shall prescribe the course (s) based on the recommendations of the Department Doctoral Committee.

Scholars admitted to the Ph.D programmes shall be required to complete the course work prescribed by



UNIVERSITY OF KERALA
(Abstract)

Registration for research leading to the award of Ph.D Degree in Commerce - January 2016 session – Sanctioned – Orders issued.

ACADEMIC E.VII SECTION

No. AcEVII/116/COM/17227/2016

Dated, Thiruvananthapuram,
04/02/2017

Read:

1. Joining report of the candidate

ORDER

Sanction has been accorded by the Pro-Vice Chancellor to the following candidate, whose details are furnished below, being granted registration for research leading to Ph.D Degree in Commerce under Faculty of Commerce in the January 2016 session.

ID	Name of Candidate & Whether Full Time or Part Time	Name of Guide & Research Centre	Topic of research	Effective Date of Regn.
14138	THUSHARA U S Assistant Professor, Dept. of Commerce, SN College, Chengannur Part-time	Guide Dr. S.JOY Centre DB College, Sasthamcotta	A Study on the Effectiveness of Training Programmes for teachers of Highschools in Kerala. <u>Course Work Details:</u> Paper I - Research Methodology Paper II - Human Resource Management Practices. Paper III - Training & Development for School teachers.	28/12/2016

The supervising teacher shall collect and keep the transfer certificate of the candidate so as to ensure that she/he does not undergo any other course either Full Time or Part Time before the submission of thesis.

The maximum period for Full Time Ph.D. research is five years and that of Part Time Ph.D research is eight years after which the registration shall automatically lapse.

The following regulations will be applicable to those who register for Ph.D research from July 2009 onwards.

Part-time research scholars working/residing outside the headquarters of the supervising teachers shall spend a period of at least six months at a stretch or in not more than three instalments at the centre of research before they are allowed to submit the thesis.

A course work of six months duration is introduced for all Ph.D programmes. There will be three papers for the course work with one paper on Research Methodology and two other papers related to the area of research. Candidates who have

passed the M.Phil degree course, which offers Research Methodology, are exempted from writing the examination of Research Methodology. The research scholars are eligible to appear for the examination after six months from the date of registration. The syllabus for the paper will be framed by the supervising teacher and approved by the Doctoral Committee.

The Ph.D. thesis can be submitted only after passing the examination of the course work. A maximum of three attempts will be allowed for passing the examination of the course work. Those who do not pass the examination of the course work within two years from the date of registration will not be allowed to continue the programme. This is applicable to Full Time and Part Time researchers.

A pre-submission seminar conducted in the Department is one of the requirements for submission of thesis. Students who have passed the coursework examinations and have successfully undergone at least two annual progress assessment by the doctoral committee and are in the final stages of research are eligible to apply for the pre-submission presentation. Ph.D scholars shall publish atleast two research papers in a referred journal bearing ISSN before the submission of the thesis for adjudication and produce evidence for the same in the form of acceptance letter or the reprint.

The pre-submission will be organised in the concerned Research Centre and will be conducted by a Board consisting of the Doctoral Committee and an external expert from outside the Department/Research Centre. Recommendations of the Board has to be included in the thesis.

University of Kerala has adopted Green Charter.

Full time research scholars are eligible to apply for University Junior Research Fellowship, with effect from the date of registration and within three months of this order. The research scholars shall pay the fee within one month from the date of receipt of this order and fee for subsequent years shall be remitted in the month in which the registration has been granted as prescribed from time to time(See www.research.keralauniversity.ac.in for fee details), failing which the registration stands cancelled.

An affiliation fee of ₹400 shall be remitted along with the research fee. Research scholars except SC/ST students shall remit an amount of ₹1000 as annual fee for meeting the expenses towards the conduct of open defence.

As per University Order No.Ac.E1.A/2013 dtd 23.10.13, the recipients of time bound fellowships shall be given a time limit of two years for passing the course work examination with effect from the date of University Order granting registration.

Orders are issued accordingly.

Sd/-

SHILA BEEVIN
Deputy Registrar(Acad.III)
For Registrar

To

1. The Principal, DB College, Sasthamcotta./ The HoD, Dept.of Commerce,Kariavattom,Thiruvananthapuram.
2. Thushara U S,Assistant Professor,Dept. of Commerce,SN College,Chengannur.
3. Dr.S.Joy, Associate Professor of Commerce, DB College, Sasthamcotta.
4. The Librarian, AIU, Rouse Avenue, New Delhi-110002.
5. The Vice-Chairman, CSS, Karyavattom.
6. Stock File/File Copy/Office Copy.

Forwarded By Order,

SECTION OFFICER

Change of Elective Course Intimation from University

